



BOARD OF COMMISSIONERS
FRANKLIN COUNTY
WASHINGTON

BRAD PECK
District 1

ROBERT KOCH
District 2

RICK MILLER
District 3

Keith Johnson
County Administrator

AGENDA
Regular Board Meeting
Tuesday, November 20, 2018

Franklin County Courthouse, Commissioners' Meeting Room
1016 North Fourth Avenue, Pasco, Washington

This is a preliminary agenda. Discussion items may be added, deleted or modified. Public hearings will not start earlier than the advertised time. Other agenda times are approximate and provided to aid in planning.

- 9:00 AM Call to Order and Pledge of Allegiance**
- 9:01 AM Approval of Minutes**
November 6, 2018 Commissioners' Meeting Minutes
- 9:05 AM Support and Adoption of the Franklin County Multi-Hazard Mitigation Plan, which Incorporates the Community Wildfire Protection Plan**
Presented by Franklin County Emergency Management Director Sean Davis (Resolution 2018-335 upon approval)
- 9:15 AM Compensation Change for Administrative Assistant and Office Assistant Positions**
Presented by Human Resources Director Carlee Nave (Resolution 2018-336 upon approval)
- 9:20 AM Public Comment**
- 9:25 AM Office Business**
1. Approval of Payroll Rosters
 2. Approval of Warrant Registers
 3. Approval of Consent Agenda
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1. Resolution 2018-337 Fee Services Rendered Contract for Graffiti Abatement Program between the City of Kennewick and JJC
 2. Resolution 2018-338 Interpreter Reimbursement Agreement IAA19187 between the Administrative Office of Courts and Franklin County
 3. Resolution 2018-339 Reappointment of Richard Britton to the Mosquito Board of Trustees
 4. Resolution 2018-340 Reappointment of Brian Cochrane to the Mosquito Board of Trustees
 5. Award Recommendation Taylor Flats Bridge-County Road Project 614

- 9:30 AM Administration Office Business**
- 9:35 AM Public Comment**
- 9:40 AM Executive Session RCW 42.30.140(4) – Contract Negotiations**
- 9:45 AM Adjourn**



FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES
NOVEMBER 20, 2018

The Minutes of the Board of Commissioners proceedings are not verbatim. Access to an electronic audio recording of meetings are available on the Franklin County website or upon request.

9:00 AM

Call to Order and Pledge of Allegiance

Commission Chairman Brad Peck called the Franklin County Commissioners' Regular Board Meeting to order at 9:00 a.m., in the Commissioners' Meeting Room in the Franklin County Courthouse located at 1016 North Fourth Avenue, Pasco, Washington.

Commissioners Present: Commission Chair Brad Peck, Chair Pro Tem Rick Miller and Member Robert Koch

Staff Present: County Administrator Keith Johnson, Auditor Matt Beaton, Chief Deputy Jennifer Johnson Prosecuting Attorney Jennifer Johnson, Human Resources Director Carlee Nave, Planning and Building Director Derrick Braaten, Mosquito Control Director David Dorsett and Acting Clerk of the Board Shirley Jones

9:02 AM **Approval of Minutes**

November 6, 2018 Commissioners' Meeting Minutes approved as presented.

9:03 AM **Support and Adoption of the Franklin County Multi-Hazard Mitigation Plan, which Incorporates the Community Wildfire Protection Plan**

Franklin County Emergency Management Director Sean Davis presented a Power Point presentation on the five-year cycle Natural Hazard Mitigation Plan that is required by Washington State Emergency Management and Federal Emergency Management Agency. This plan only covers natural disasters.

It is a Multi-jurisdictional plan, which includes Franklin County, City of Pasco, City of Connell, City of Mesa and City of Kahlottus. Information gathered from various public meetings assisted with the updates. Items that have been updated were the statistics, last year's disasters were added and mitigation projects.

In July, the State and FEMA approved the updates to the plan and they will be finalized pending approval of the five jurisdictions.

❖ *Commissioner Miller moved to approve Franklin County Multi-Hazard Mitigation Plan Resolution 2018-335. Commissioner Koch seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
NOVEMBER 20, 2018**

9:15 AM Compensation Change for Administrative Assistant and Office Assistant Positions

Human Resources Director Carlee Nave presented Resolution 2018-366 to reflect the changes in duties and market assessment update of the Administrative Assistant and Office Assistant positions. The Administrative Assistant change is full-time, non-bargaining, non-exempt Grade 16 and the Administration Office Assistant change is non-exempt Grade 14.

- ❖ *Commissioner Koch moved to approve Compensation Change for Administrative Assistant and Office Assistant Positions Resolution 2018-336. Commissioner Miller seconded and the motion carried.*

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**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
NOVEMBER 20, 2018**

9:24 AM Approval of Fund Expenditure Warrants

11/13/2018

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 11/13/2018

Move that the following warrants be approved for payment:

Certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Warrants \ Check Numbers: 00340537 - 00340712 \$557,491.99

Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$457,432.30
AUDITOR O & M	\$70.11
TREASURER O & M	\$152.07
TRIAL COURT IMPROVEMENT	\$1,181.34
BOATING SAFETY	\$574.20
SHERIFF SEX OFFENDER GRANT	\$95.00
ENHANCED 911	\$5,897.04
COUNTY ROADS	\$34,860.13
VETERAN'S ASSISTANCE	\$1,479.82
ENDING HOMELESSNESS	\$12,185.00
2012 003 CJ SALES TAX LTGO DS	\$8,857.25
TRAC RENEWAL AND REPLACE	\$3,329.00
TRAC OPERATIONS	\$20,604.14
FRANKLIN COUNTY RV PARK	\$144.11
MOTOR VEHICLE	\$10,630.48

In the amount of: \$557,491.99

The motion was seconded by: *Sam*

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: *[Signature]*

The attached vouchers have been approved by Auditor or Deputy:
Tim J. Anderson

Vouchers Audited By:
Rosa Gomez

1016 North 4th Avenue *P.O. Box 1451*Pasco, WA 99301*(509) 545-3502*fax (509) 543-2995
www.co.franklin.wa.us

❖ *Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of November 13, 2018 for payment totaling \$557,491.99. Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
NOVEMBER 20, 2018**

9:24 AM Approval of Fund Expenditure Warrants



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

11/20/2018

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 11/20/2018

Move that the following warrants be approved for payment: PKM

Certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Warrants / Check Numbers:	00340928	-	00341068	\$302,729.01
EFT Check Numbers:	00000053	-	00000055	\$11,287.92
				<u>\$314,016.93</u>

<u>FUND Expenditures</u>	<u>AMOUNT ISSUED</u>
Current Expense	126,939.69
Auditor O & M	470.00
Election Equipment Revolving	376.96
Crime Victims/Witness Assist	3,450.22
Boating Safety Fund	451.69
Jail Commissary	708.07
Enhanced 911	83,062.00
County Roads	15,037.17
Solid Waste	1,511.19
Law Library	2,006.07
Capital Projects Fund	1,520.40
TRAC Operations Fund	28,225.88
Franklin County RV Facility	1,951.75
Motor Vehicle/Public Works	48,305.84
<u>In the amount of</u>	<u>314,016.93</u>

The motion was seconded by PKM

And passed by a vote of 3 to 0

Reviewed by County Administrator PKM

Matt Beaton
The attached vouchers have been approved by Auditor or Deputy:
Matt Beaton

Rosa Gomez
Vouchers Audited By:
Rosa Gomez

❖ **Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of November 20, 2018 for payment totaling \$314,016.93. Commissioner Miller seconded and the motion carried.**



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
NOVEMBER 20, 2018**

9:25 AM Salary Clearing and Emergency Management Payroll

November 20, 2018

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Action: As of this date, November 20, 2018 PKoch
moves that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00340717-00340727	\$ 9,245.85
Net EFT Payroll Checks	00015302-00015531	400,122.33
Deduction and Contribution Checks	00340749-00340763	280,467.17
	Total	\$ 689,835.35
Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00015259-00015261	\$ 6,264.83
Deduction and Contribution Checks	00340528-00340531	4,541.86
	Total	\$ 10,806.69
	Grand Total All Payrolls	\$ 700,642.04

In the total amount of **\$700,642.04** (\$689,835.35 + \$10,806.69)

The motion was seconded by Paula and passed by a vote of 3 to 0

Wendy Beale
The attached payroll has been approved by Auditor or Deputy

Raul Ramirez
Payroll Prepared by Raul Ramirez

1016 North 4th Avenue*P.O. Box 1451*Pasco, WA 99301*(509) 545-3502*fax (509) 543-2995
www.co.franklin.wa.us

❖ **Commissioner Koch moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$700,642.04. Commissioner Miller seconded and the motion carried.**



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
NOVEMBER 20, 2018**

9:25 AM Approval of County Roads and Motor Vehicle Payroll



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

November 20, 2018

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Action: As of this date, November 20, 2018 *R. Koch*
moves that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Roads		
Net Payroll Checks	00340713-00340714	\$ 2,488.23
Net EFT Payroll Checks	00015262-00015296	49,794.34
Deduction and Contribution Checks	00340728-00340740	82,851.64
	Total	\$ 135,134.21
 Motor Vehicle		
Net Payroll Checks	00340715-00340716	\$ 1,508.77
Net EFT Payroll Checks	00015297-00015301	6,478.31
Deduction and Contribution Checks	00340741-00340748	12,646.37
	Total	\$ 20,633.45
Grand Total All Payrolls		\$ 155,767.66

In the total amount of **\$155,767.66** (\$135,134.21 + \$20,633.45)

The motion was seconded by *Beaton* and passed by a vote of 3 to 0.

Matt Beaton
The attached payroll has been approved by Auditor or Deputy

Raul Ramirez
Payroll Prepared By Raul Ramirez

❖ **Commissioner Koch moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$155,767.66. Commissioner Miller seconded and the motion carried.**



FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES
NOVEMBER 20, 2018

9:27 AM Approval of Consent Agenda

1. Resolution 2018-337 Fee Services Rendered Contract for Graffiti Abatement Program between the City of Kennewick and JJC
2. Resolution 2018-338 Interpreter Reimbursement Agreement IAA19187 between the Administrative Office of Courts and Franklin County
3. Resolution 2018-339 Reappointment of Richard Britton to the Mosquito Board of Trustees
4. Resolution 2018-340 Reappointment of Brian Cochrane to the Mosquito Board of Trustees
5. Award Recommendation Taylor Flats Bridge-County Road Project 614

❖ *Commissioner Miller moved to approve the Consent Agenda. Commissioner Koch seconded and the motion carried.*

9:29 AM Administration Office Business

- A discussion on the Franklin County 2019 Budget will be held Tuesday November 27, 2018 before we set the final.
- Public Hearing for Budget Adoption will be held December 4, 2019.
- *Consensus of the Board to move forward with a Resolution to be brought before the Board next week to give Benton and Franklin Counties Department of Human Services authorization to provide services or activities to administer the Franklin County Veterans Assistance Fund.*

9:39 AM Executive Session

RCW 42.30.140 (4) Contract Negotiations

Commissioner Peck recessed into Executive Session at 9:39 a.m., for up to 20 min to discuss Contract Negotiations. Also present were Human Resources Director Carlee Nave, Chief Deputy Prosecuting Attorney Jennifer Johnson and Assistant Shirley Jones.

Commissioner Peck reconvened the Regular Meeting at 10:01 a.m. and requested an additional 20 minutes under the same RCW. Commissioner Peck recessed into Executive session at 10:03 a.m.

Commissioner Peck reconvened the Regular Meeting at 10:23 a.m. with no action taken.



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
NOVEMBER 20, 2018**

10:24 AM Other Business

- Commissioner Peck expressed his observation on the upcoming budget discussion. A wage study of comparable counties and market place was done on Franklin County employee positions. Two options are available in order to improve compensation, either raise taxes, which the Board would like not to do or move revenue from somewhere else in the existing budget. Commissioner Peck asked each elected to review their department budget and bring recommendations to the Administrator and the Board.

Commissioner Koch asked department heads to look into un-funded mandated items in their budget as well.

- Consensus of the Board to cancel December 25, 2018 Commissioners Meeting.

Adjourn

With no further business to bring before the Board, the meeting adjourned at 10:33 a.m.


Chair


Clerk of the Board

12-18-2018
Date