

# Agenda Summary Report (ASR)

## Franklin County Board of Commissioners

<b>DATE SUBMITTED:</b> 11/30/2021	<b>PREPARED BY:</b> Carlee Nave
<b>Meeting Date Requested:</b> 12/14/2021	<b>PRESENTED BY:</b> Carlee Nave
<b>ITEM:</b> (Select One) <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> Brought Before the Board Time needed: 10 minutes	
<b>SUBJECT:</b> Elected Official Salaries	
<b>2022 FISCAL IMPACT:</b> Assessor, Auditor, Clerk, Coroner, and Treasurer: \$10,744 each (\$53,750 total) Prosecuting Attorney: \$1,772 Sheriff: TBD when Deputies' CBA settles	
<b>BACKGROUND:</b> On April 6, 2021, the Board approved Ordinance 04-2021, creating the Franklin County Citizen's Commission on Salaries for Elected Officials, following a public hearing. The Commission was to be made up of 10 registered Franklin County voters, six of whom chosen by lot and four experienced in personnel management in each of the following sectors: business, professional personnel management, legal, and organized labor.  Once the ordinance was adopted, the recruitment and selection process commenced. Pursuant to the Auditor's Office established procedures, a lot of 30 registered voters from each district was generated and initial introductory letters and solicitation of interest were sent out in late April, with at least two weeks given for them to respond. From that 90 letter mailing, only two affirmative responses were received, both from District 1. A second lot of 30 registered voters from each district was generated and the second round of letters was sent out at the beginning of June. The second mailing resulted in five additional affirmative responses from District 1, one from District 2, and three from District 3. Still needing at least one more interested party from District 2, a third lot of 30 registered voters from each district was generated and a third round of letters was sent out in early July. This third mailing result in three additional affirmative responses from District 2, and one from District 3. The affirmative responses were sent back to the Auditor's Office for a final drawing for appointments. Upon receipt of the new lists from the Auditor's Office, HR attempted to contact the first two in each district for appointment. Three appointments were made on 8/31/2021, two from District 1 and one from District 2.  Following the 8/31/2021 meeting, HR continued the process of working through the lottery lists, in order, and had received confirmation from one additional volunteer at this time from District 3 which was to be submitted for appointment on 11/2/2021. The rest of the previously affirmative respondents from Districts 2 and 3 did not respond to additional follow up to confirm for appointment. We received a fourth lot of 30 names from each of these districts and initial contact letters were sent out to those 60 registered voters.  For the four professional positions on the Commission, a press release was distributed in April and again in June. The announcement was also sent out to local legal and human resources groups and the posting remains open for interest on the County's website. We received zero applications for these positions. The Ordinance (Section 5) requires all ten positions to be appointed prior to convening the Commission.  At the October 26, 2021 Board meeting, a motion was made to rescind the Franklin County Salary Commission and instead tie Franklin County elected official salaries to the Washington Citizens' Commission on Salaries for Elected Officials (WCCSEO). The WCCSEO was established in 1987 and sets salaries of the elected	

officials in the Executive, Legislative, and Judicial branches of state government. They start the salary setting process in October of even numbered years for the following two years, with salary changes generally effective on July 1 of each year. In the process that began in October 2020, the WCCSEO adopted no salary changes effective 7/1/2021 and a 1.75% increase effective 7/1/2022. The WA State Constitution prohibits the WCCSEA from reducing salaries.

At the November 2, 2021 Board meeting, a resolution was presented to accomplish what was understood to be the intent of the October 26 motion. At that time, the Board requested that the elected officials make a proposal for how to set their salaries going forward.

The first resolution presented today reflects the proposal from the Assessor, Auditor, Clerk, Coroner, and Treasurer to have their salaries set at 51.5% of the Superior Court Judge salary as established by the WCCSEO. This proposal is comparable to how the same elected official salaries are set in Grant County. The new salaries of \$102,833 would be effective 1/1/2022 with an increase to \$104,632 effective 7/1/2022, based on adopted salary changes for the Superior Court Judge. Subsequent changes would take place when there are changes to the Superior Court Judge salary (generally July 1 of each year).

Additionally to make sure the record is clear going forward with the elimination of the Salary Commission, it seems prudent to affirm how salaries will be set for the Sheriff and Prosecuting Attorney, as is presented on the second and third resolutions.

If approved, these actions will set and affirm the manner in which the affected elected official salaries are determined and changes, in accordance with the requirements set out for each position, will be processed without additional approval needed from the Board, until such time as the resolutions are modified or rescinded.

**RECOMMENDATION:** n/a

**COORDINATION:**

M Killian, Clerk, and C McGary, Coroner, reached out to HR with the "five" elected officials' proposal and requested assistance in drafting a resolution to present the proposal to the Board. The draft resolution was sent first to M Killian for review to see if it accurately reflected the proposal, and then the draft was sent to all five affected elected officials for review and supportive responses were received from M Killian, C McGary, J Koelzer, and J Rosenau. The resolutions affirming the PA and Sheriff salary methodology were sent to the PA and Sheriff for review as well and supportive responses received.

In addition to the coordination referenced above, a legal opinion was sought in response to a Board question regarding the legality of tying elected official salaries to the WCCSEO for future changes. J Johnson, Chief Civil Deputy Prosecuting Attorney/Risk Manager, provided a legal review and did not have concerns with any legality of the proposed procedure given the broad authority of the Board to establish the manner in which elected official salaries are set.

**ATTACHMENTS:** (Documents you are submitting to the Board)

1. Assessor, Auditor, Clerk, Coroner, and Treasurer and Rescind Salary Commission Resolution
2. Prosecuting Attorney Resolution
3. Sheriff Resolution

**HANDLING / ROUTING:** (Once document is fully executed it will be imported into Document Manager. Please list name(s) of parties that will need a pdf)

Elected Officials, Thomas Westerman

*I certify the above information is accurate and complete.*



Carlee Nave, HR Director

**FRANKLIN COUNTY RESOLUTION \_\_\_\_\_**

**BEFORE THE BOARD OF COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

***RESCINDING ORDINANCE 04-2021 AND RELATED RESOLUTIONS  
AND ESTABLISHING NEW PROCESS FOR SETTING SALARIES FOR ASSESSOR, AUDITOR, CLERK,  
CORONER, AND TREASURER.***

**WHEREAS**, Franklin County Ordinance 04-2021 was adopted on April 6, 2021 establishing the Franklin County Citizens' Commission on Salaries for Elected Officials; and

**WHEREAS**, due to lack of interest and challenges with finding a sufficient number of volunteers for the Commission, the Board of Franklin County Commissioners desires to pursue a different process for setting elected official salaries; and

**WHEREAS**, the Washington Citizens' Commission on Salaries for Elected Officials (WCCSEA), as established by the State Constitution, sets salaries for the Executive, Legislative, and Judicial branches of state government on a two-year cycle; and

**WHEREAS**, the Board of Franklin County Commissioners deems it in the best interest of the County to set the salaries of certain elected officials as a percentage of the salary set for Superior Court Judges by the WCCSEA.

**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners does hereby rescind Ordinance 04-2021 and related resolutions (2021-190, 2021-191, and 2021-192).

**AND, BE IT FURTHER RESOLVED** the Franklin County Board of Commissioners does hereby resolve that effective January 1, 2022 the salaries for the Assessor, Auditor, Clerk, Coroner, and Treasurer shall be set at 51.5% of the salary for Superior Court Judges as set by the Washington Citizen's Commission on Salaries for Elected Officials.

**AND, BE IT FURTHER RESOLVED**, future salary changes for the Assessor, Auditor, Clerk, Coroner, and Treasurer will be processed on the same schedule as changes for the Superior Court Judges (generally July 1 of each year), maintaining salaries at 51.5% of the Superior Court Judge.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2021.

**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chair Pro Tem

\_\_\_\_\_  
Member

***ATTEST:***

\_\_\_\_\_  
Clerk to the Board

# FRANKLIN COUNTY RESOLUTION \_\_\_\_\_

**BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY, WASHINGTON**

## *AFFIRMING PROCESS FOR SETTING SALARY FOR THE PROSECUTING ATTORNEY*

**WHEREAS**, RCW 36.17.020(11) reads:

(11) "The state of Washington shall contribute an amount equal to one-half the salary of a superior court judge towards the salary of the elected prosecuting attorney. Upon receipt of the state contribution, a county shall continue to contribute towards the salary of the elected prosecuting attorney in an amount that equals or exceeds that contributed by the county in 2008;" and

**WHEREAS**, Franklin County contributed \$54,129.50 to the elected prosecuting attorney's salary in 2008; and

**WHEREAS**, in 2019, the Board of Franklin County Commissioners adopted resolution 2019-138, recognizing that increasing its contribution to the prosecuting attorney's salary the same percentage as the superior court judges salary increases is necessary to maintain appropriate compensation for the prosecuting attorney; and

**WHEREAS**, following their 2021 meeting, the Washington Citizens' Commission on Salaries for Elected Officials set the annual salaries for superior court judges effective July 1, 2021 at \$199,675.00 (0% increase) and July 1, 2022 at \$203,169.00 (1.75% increase).

**NOW, THEREFORE, BE IT RESOLVED** the Board of County Commissioners hereby affirms the annualized salary for the Franklin County elected Prosecuting Attorney effective July 1, 2021 at \$171,428.00.

**AND, BE IT FURTHER RESOLVED** the Board of County Commissioners hereby approves the annualized salary for the Franklin County elected Prosecuting Attorney to be set at \$174,428.00, effective July 1, 2022.

**AND, BE IT FURTHER RESOLVED** future salary changes for the elected Prosecuting Attorney will be on the same schedule and calculated using the same percentage as changes to the Superior Court Judge salary as adopted by the Washington Citizens' Commission on Salaries for Elected Officials.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Chair Pro Tem

\_\_\_\_\_  
Clerk to the Board

\_\_\_\_\_  
Member

**FRANKLIN COUNTY RESOLUTION \_\_\_\_\_**

**BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY,  
WASHINGTON**

***AFFIRMING PROCESS FOR SETTING SALARY FOR THE SHERIFF***

**WHEREAS**, to avoid salary compression issues in the Sheriff's Office, a salary structure has been adopted for Sheriff's Office command staff built off of the salaries of the Deputies' bargaining unit; and

**WHEREAS**, Resolution 2017-95 set the Sheriff's salary at 10% above the Undersheriff/Commander; and

**WHEREAS**, Resolution 2018-189 set the Undersheriff/Commander salary at 5% above the Captain; and

**WHEREAS**, Resolution 2018-189 also set the Captain salary at 10% above the Sergeant in the Deputies' bargaining unit; and

**WHEREAS**, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems continuing this methodology of setting the Franklin County Sheriff's salary to be in the best interest of Franklin County.

**NOW, THEREFORE, BE IT RESOLVED** the Board of County Commissioners hereby affirms the Sheriff's salary shall be set at ten percent above the Undersheriff/Commander salary.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Chair Pro Tem

\_\_\_\_\_  
Clerk to the Board

\_\_\_\_\_  
Member