



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

STEPHEN BAUMAN
DISTRICT 1

ROCKY MULLEN
DISTRICT 2

CLINT DIDIER
DISTRICT 3

County Administrator Brian Dansel

Auditor Beaton,

The Franklin County Board of Commissioners acknowledges receipt of your recent request to hire a position within the Franklin County Auditor's Office. We have carefully reviewed your justification for this role.

As you know, Franklin County is currently operating under a county-wide hiring freeze. This measure was implemented due to significant and unanticipated shortfalls in sales tax revenue, which continue to place considerable strain on the county's budget. The Board remains committed to fiscal prudence during this challenging period.

However, after thorough deliberation and consideration of the specific circumstances outlined in your request, the Board has decided to grant a special exception to the current hiring freeze and approve the hiring of the Accounting Assistant II and Payroll Specialist positions in the Auditor's Office.

Please understand that this approval is an exception based on the compelling need demonstrated for this specific role and does not signify a broader lifting of the county-wide hiring freeze. We continue to urge all department heads to exercise extreme caution with expenditures.

We trust that you will proceed with the hiring process diligently and select a candidate who will bring significant value to Franklin County. We appreciate your department's ongoing efforts to serve our community effectively, especially during these fiscally constrained times.

Thank you for your understanding and cooperation.

Sincerely,

The Franklin County Board of Commissioners

Handwritten signature of Clint Didier in blue ink.

Clint Didier, Chair

Handwritten signature of Rocky Mullen in blue ink.

Rocky Mullen, Pro-Tem

Handwritten signature of Stephen Bauman in blue ink.

Stephen Bauman, Member



1016 N 4th Ave, Pasco,
WA 99301
509-545-3502

June 9, 2025

Franklin County Board of Commissioners
c/o Brian Dansel, Franklin County Administrator

Dear Franklin County Board of Commissioners,

Pursuant to Resolution 2025-0151, which establishes a temporary hiring freeze, I am submitting a written request for an exception to fill two critical positions in the Auditor's Office Accounting Department. The resolution requires Department Heads and Elected Officials to demonstrate the critical need for positions and the potential negative impacts of not filling vacancies. This letter outlines the urgent need to fill a Payroll Specialist and an Accounting Assistant II position to maintain essential operations.

The Auditor's Office Accounting Department is currently understaffed by 0.75 Full-Time Equivalent (FTE) due to a resignation effective March 18, 2025. We did not immediately seek to fill this vacancy due to the Commissioners' requirement to fund Cost-of-Living Adjustments (COLAs) during the last budget cycle. Additionally, two employees submitted their resignations on June 6, 2025, effective June 20, 2025, for the Payroll Specialist and Accounting Assistant II positions. These roles are responsible for payroll processing and accounts payable, respectively, which are vital to ensure timely payments to employees and vendors.

The Auditor's Office faces significant operational challenges due to a projected staffing shortage of 2.75 FTE. Without a dedicated Payroll Specialist and Accounting Assistant II, staff will be forced to divert time from critical tasks, including the 2026 budget process, interdepartmental financial calculations, ongoing implementation of the Gravity software system, and annual report preparation. This reallocation of resources will further strain service levels, as existing staff must cover payroll and accounts payable processes, compromising efficiency and accuracy.

In recognition of the county's budget concerns, the Auditor's Office is committed to fiscal responsibility. To that end, we are not requesting to fill the 0.75 FTE Financial Systems Analyst position currently. However, filling the Payroll Specialist and Accounting Assistant II positions is essential to maintaining core functions and preventing adverse impacts on county operations.

Thank you for considering this request. I am available to discuss this matter further or provide additional information as needed.

Sincerely,

Matt Beaton
Franklin County Auditor