

COMMISSIONERS RECORD 48  
FRANKLIN COUNTY  
Commissioners' Proceeding for February 12, 2007

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Bob Koch, Chairman; and Neva J. Corkrum, Chair Pro Tem; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Rick Miller, Member, was absent on personal business.

### LOBBYIST

Lobbyist Jim Potts held a speaker phone call with the Board regarding current legislative issues.

### OFFICE BUSINESS

Secretary Patricia Shults met with the Board.

#### Consent Agenda

**Motion** - Mrs. Corkrum: I move for approval of the consent agenda as follows:

1. Approval of **Resolution 2007-072** proclaiming March 2007 to be **Women's History Month** in Franklin County, and encouraging all residents of Franklin County to participate in ceremonies and events to commemorate and honor women for their countless contributions to our community and nation and to learn more about the significant role women have had in the creation of our history.
2. Approval of **joint Resolution 2007-073** in the matter of the request for signature from the Chairman of the Boards of Benton and Franklin County Commissioners on the Personal Service Contract between the Benton Franklin Counties Juvenile Justice Center and Tri-Cities Maintenance & Janitorial II, effective January 1, 2007 through December 31, 2007. (Exhibit 1: Information sheet.)
3. Approval of **Resolution 2007-074** disbanding the Franklin County Park Board. (Exhibit 2)

Second by Mr. Koch. 2:0 vote in favor.

#### Vouchers/Warrants

Two of the vouchers are for chairs, one voucher for E911 in the Dispatch Department and one voucher for the Planning and Building Department. Both budgets have the appropriate line items in their budget for the chairs. The Board discussed what type of review is required for these purchases. The chairs in both cases are from the Miscellaneous budgets, not Current Expense budgets. The chairs for Dispatch are in the

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E911 budget and were approved when the 2007 budget was approved following budget workshops. The chairs for the Planning Department were also approved in the 2007 budget.

Mrs. Corkrum said her only concern is that she feels there should be a resolution so we can keep track of capital purchases. Mr. Bowen said the state requires items that cost \$500 or more to be inventoried. Items costing less than \$500 can be inventoried. Mrs. Corkrum said the state auditor suggested that we even increase that \$500 amount. She said she would like to have all the items listed on the inventory because of her experience with a fire in the courthouse when she was the Auditor in the 1980s. Because we had such a thorough inventory, the insurance company replaced all of the items because she could prove they existed.

Mrs. Corkrum said the state auditor years ago suggested that the Current Expense budget should have capital expense items in capital expense line items rather in the general budget lines.

**Motion** – Mrs. Corkrum: I move the approval of vouchers as listed: Current Expense warrants 55284 through 55315 for \$14,663.15; Current Expense warrants 55316 through 55346 for \$61,037.85; Current Expense warrants 55347 through 55378 for \$13,952.77; TRAC warrants 25 through 53 for \$19,723.21; Clerk LFO Collection Fund warrants 5 and 6 for \$417.16; Current Expense warrants 55379 through 55406 for \$10,378.42; FC Public Facilities Construction warrants 783 through 786 for \$17,356.73; FC Capital Projects Fund warrants 186 through 191 for \$7785.59; Auditor O&M warrant 402 for \$1249.76; Election Equipment warrant 388 for \$84.00; DOC Building Inspection warrants 22 and 23 for \$487.63; FC Enhanced 911 warrants 1236 and 1237 for \$704.59; and Veterans Assistance warrants 1320 through 1326 for \$1578.90; totaling \$149,419.76. Second by Mr. Koch. 2:0 vote in favor. (Exhibit 3)

**Motion** – Mrs. Corkrum: I move for approval of Salary Clearing payroll for \$471,203.97: Warrants 42332 through 42436 for \$157,630.10; warrants 42437 through 42441 for \$61,884.45; and Direct Deposit for \$251,689.42. Second by Mr. Koch. 2:0 vote in favor.

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The cover sheet also includes the following amounts:

Emergency Management warrants 8533 through 8539 for \$2524.01; warrants 8540 through 8543 for \$1086.55; and Direct Deposit for \$6217.99; for a total of \$9828.55; and

Irrigation payroll warrants 12336 through 12351 for \$7207.54; and warrants 12352 through 12355 for \$1056.96; for a total of \$8264.50. (Exhibit 4)

**PUBLIC WORKS**

Engineer Tim Fife met with the Board. Present in audience: Tri-City Herald Reporter Joe Chapman.

Resolution: CRP 592/2006 Gravel Road Paving Upgrades – Execution of Contract between Franklin County Public Works and Selland Construction, Inc.

**Motion** – Mrs. Corkrum: I move for approval of Resolution 2007-075 regarding the contract between Franklin County Public Works and Selland Construction, Inc., for CRP 592 for 2006 Gravel Road Paving Upgrades, Group 1: Eagle Road, Access Road, Sheffield Road, and Bellflower Road. Second by Mr. Koch. 2:0 vote in favor.

Mrs. Corkrum asked if the roads will be all-weather. Mr. Fife said no. Mr. Koch said the particular roads involved do not need to be all-weather roads.

Standard Consultant Agreement – Solid Waste Comprehensive Management Plan

The Public Works Department used the Small Works Roster to ask for proposals to redo our Solid Waste Comprehensive Management Plan rather than advertising. We sent out 17 notices. One company responded. Mr. Fife recommended entering into negotiations with them to perform that work for us. The Solid Waste Advisory Committee (SWAC) has reviewed the proposal. The SWAC has to sign off on the plan. We advertised for people to be involved. The state requires this plan be updated every so often. In order to spend money on the grant, we have to have an approved plan. Currently we're working off an old Benton-Franklin County plan that was completed in the late 1980s.

**Motion** – Mrs. Corkrum: I move we allow the Public Works Director, County Engineer Tim Fife, to negotiate a standard consultant agreement for the Solid Waste

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Comprehensive Management Plan with HDR Engineering. Second by Mr. Koch. 2:0 vote in favor. (Exhibit 5)

Juniper Dunes

The Board reviewed a draft project application for paving of a portion of the road leading to Juniper Dunes. Mr. Fife asked Mr. Koch to request letters of support from senators and representatives to attach to the application. He said if we do get this funding, in the future we want to go through all the phases and take the road all the way in to the Juniper Dunes. He has been told funding will be available for the remainder of the route if the beginning portion is funded. He did commit some county funds for a portion of the project. Mr. Fife estimates it will cost about \$2 million to do the complete road. Mrs. Corkrum asked if it will be an all-weather road. Mr. Fife said it will probably be an all-weather road for seven out of ten years.

R-170 Landslide

A draft grant application for road work in the area of the R-170 landslide was reviewed. Mr. Fife will work with Mr. Koch to prepare letters to legislators asking for letters of support. Then the whole package will be sent to the state. The Bureau of Land Management is giving us a letter of support.

**ASSESSOR AND TREASURER**

Assessor Steve Marks and Treasurer Tiffany Coffland met with the Board.

Present in audience: Joe Chapman.

Possible Property Tax Refund

Mr. Marks and Ms. Coffland explained a property tax matter that goes back to 1996. They assume that at the time of a computer change in the Assessor and Treasurer's offices, a piece of property was listed with the wrong ownership. It has taken this long for the people who were the paying the taxes and the owner to realize there is a mistake. Windy Wheatlands (owned by Arnold and Marilyn Van Hollebeke) has been paying the taxes for nine years on property they do not own but that is owned by Windy Acres (owned by Schafer). The law only allows us to go back three years to make a correction, to refund money or add money back onto the tax roll. We're ready to do that to

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Van Hollebeke's. The law does not allow us to make a determination any further than three years. Ms. Coffland said the law in the Treasurer's statute allows the commissioners to go back further with no limitation. Ms. Coffland said we can give back 2004, 2005 and 2006 years automatically as long as the person who paid the taxes signs a petition for refund. Mr. Marks can bill the correct owners for those three years. For everything beyond that, it has to be through a directive from the Board. The county and the taxing districts would also have to pay back interest on the money.

The Board reviewed information about the impact to the taxing districts given to them by Ms. Coffland. Mr. Marks said we have not received a petition for the refund yet. Mrs. Corkrum asked can we recover this from the present owner? Ms. Coffland said no. The law does not allow us to go back beyond three years to the legal owner and collect that tax. Next year when levy rates are set, we can do refunds and recapture that. It would be in the 2008 tax collection. Mrs. Corkrum said she thinks we would want to refund.

#### **PLANNING AND BUILDING DEPARTMENT**

Planning Director Jerrod MacPherson met with the Board. Present in audience: Joe Chapman.

##### Building Update

January Building Report was reviewed. The first two weeks of February, the county has received \$14,000 in permits, primarily for new homes.

##### Connell Prison

Mr. MacPherson gave the Board a copy of a letter to the Mayor of the City of Connell from the Coyote Ridge Corrections Center Expansion Project manager (Exhibit 6). The letter expresses satisfaction with the work done by Franklin County building inspectors on the prison project.

##### Building Inspection Services

The City of Connell is considering approving a contract with the county to handle all the city's building inspection services.

The City of Mesa is considering also entering into a contract with the county.

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**COUNTY ADMINISTRATOR**

County Administrator Fred Bowen met with the Board. Tri-City Herald Reporter Joe Chapman met with the Board.

Agenda Items – One week notice

Mr. Bowen asked for clarification about the Board's desire to require one week's notice for agenda items. He asked if the one-week notice would apply only to department budget items rather than daily information. Mrs. Corkrum suggested that a form could be used similar to the one used by Benton County. Mr. Koch said a week would not be required for normal contract signing that is an upgrade to a contract that hasn't changed and has no impact. He said we're trying to get away from having to make an instant decision to hire another person or spend some money or other such decisions.

Intra Budget Transfer of \$600

Mr. Bowen asked for approval to purchase a locking 5' x 3' notice board with three individual locking doors costing about \$600 that will be placed on a wall in the Public Safety Building near the District Court office.

**Motion** – Mrs. Corkrum: I move approval for the purchase of an official bulletin board for public notices with locks. The cost is approximately \$600 to be transferred within the Non-Departmental Budget #001-000-700 from the Contingency Reserve line item to Office Supplies line item. Second by Mr. Koch. 2:0 vote in favor. This is Resolution 2007-076.

Project Status

In response to Mr. Koch's question, Mr. Bowen said prices will be obtained and work started on the project to clean and paint areas of the Public Safety Building.

Regarding the courthouse security fence project, a suggestion has been made to use a glass face in front of the jail instead of chain link fencing. It will provide an access route to the jail when the Courthouse is not open. The architect is working on the design.

An assessment and feasibility study is needed for the jail.

Mr. Bowen asked if the Board still wants to pave a six-acre piece at TRAC at this time. Mrs. Corkrum said she is only thinking about cleaning up and paving the grassy

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area (six acres). She thinks we should wait to do anything to the dirt area that the county did not sell. Mr. Bowen will make it a priority to get that done. Mr. Koch and Mrs. Corkrum think there are some funds available from Ben Franklin Transit to help with the paving work.

**OTHER BUSINESS**

Petition for Tax Refund

Mr. Van Hollebeke has delivered a petition to the Assessor's Office, which was given unopened to the Board by Mr. Marks. Mr. Koch opened the petition and read it out loud (Exhibit 7). Mrs. Corkrum said in view of how the treasurer and assessor explained it and how the different taxing districts would recover their funds, I feel that we have an obligation to make this right with the taxpayers, Arnold and Marilyn Van Hollebeke, also known as Windy Wheatlands property. She would like to wait until Mr. Miller is able to help make the decision. The Board requested that a resolution be prepared for ease of tracking. Mr. Koch said that will also give the treasurer some time to contact the school district and other taxing districts.

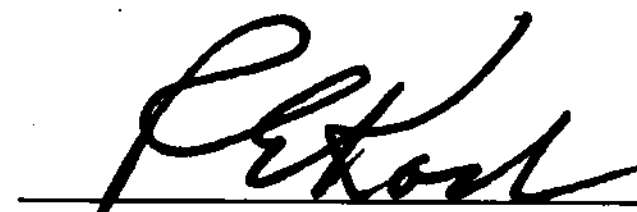
**Adjourned** at 10:38 a.m.



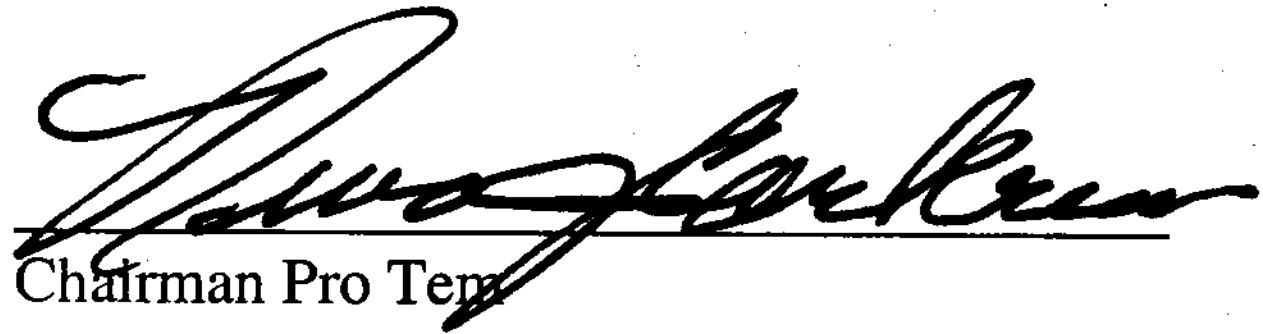
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There being no further business, the Franklin County Board of Commissioners meeting was adjourned until February 14, 2007.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON



Chairman

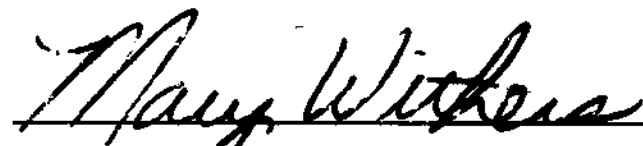


Chairman Pro Tem

**ABSENT**

Member

Attest:



Clerk to the Board

Approved and signed February 21, 2007.



AGENDA ITEM: Consent		TYPE OF ACTION NEEDED	CONSENT AGENDA	xx
MEETING DATE: B/C 06-05-06 F/C 06-12-06			EXECUTIVE CONTRACT	xx
SUBJECT: Contract between Tri-Cities Maintenance & Janitorial II to continue Janitorial/custodial services.			PASS RESOLUTION	xx
Prepared By: Kathryn M. Phillips			PASS ORDINANCE	
Reviewed By: Sharon Paradis			PASS MOTION	
		Other		
			1ST DISCUSSION	
			2ND DISCUSSION	
			OTHER	

**BACKGROUND INFORMATION**

Since a reduction in funding in June of 2004, the Benton-Franklin Counties' Juvenile Justice Center faced a significant challenge in retaining a qualified maintenance employee. In June of 2006 we were successful in identifying a contract cleaning service to clean our facility for the funds allocated for these duties. Tri-Cities Maintenance & Janitorial has been providing custodial service to our facility since June 2006. This Personal Services Contract that is presented would continue uninterrupted service for the period of January 1, 2007 through December 31, 2007.

**SUMMARY**

The Benton and Franklin County Boards of Commissioners signed the original Personal Service Contract in Benton and Franklin Counties Superior Court Juvenile Division for Tri-Cities Maintenance & Janitorial II on June 5, 2006 and June 12, 2006, respectively.

**RECOMMENDATION**

I recommend that the Board of Benton County Commissioners and the Board of Franklin County Commissioners sign the Personal Service Contract between Tri-Cities Maintenance & Janitorial II and Benton-Franklin Juvenile Justice Center for services for the period of January 1, 2007 through December 31, 2007.

**FISCAL IMPACT**

This is a fee for services rendered contract and has been approved in the 2007 Juvenile Budget.

**MOTION**

I move that the Chairman of the Board of Benton County Commissioners, and the Chairman of the Board Franklin County Commissioners be hereby authorized to sign the personal service contract with the Tri-Cities Maintenance & Janitorial II.

*Resolution 2007-073*

**FRANKLIN COUNTY RESOLUTION NO. 2007 074**

BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY,  
WASHINGTON

**RE: APPROVAL TO DISBAND THE FRANKLIN COUNTY PARK BOARD**

**WHEREAS**, the Franklin County Public Works Director/Engineer notified the Board of the possibility of disbanding the Franklin County Park Board; and

**WHEREAS**, there is no longer a need for the Park Board, as Franklin County no longer leases Chiawana Park from the Corps of Engineers; and

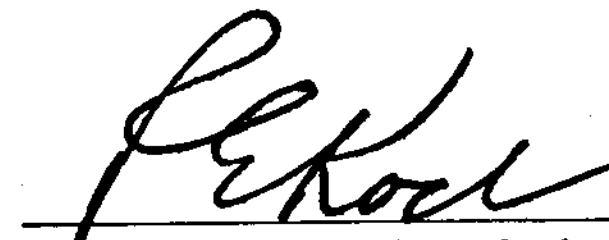
**WHEREAS**, the Board gave consensus agreement to abandon the Park Board during the February 5, 2007 Board of Commissioners meeting; and

**WHEREAS**, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems this to be in the best interest of the County;

**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners hereby approves disbanding the Franklin County Park Board.

**APPROVED** this 12<sup>th</sup> day of February 2007.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

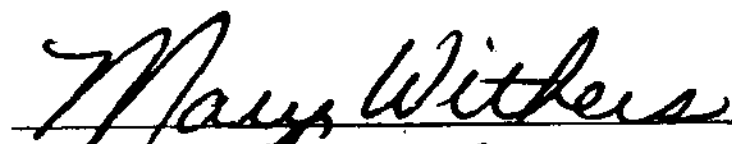


Robert E. Koch, Chair



Neva J. Corkrum, Chair Pro Tem

Attest:



Clerk to the Board

**ABSENT**

Rick Miller, Member

Originals: Auditor  
Public Works Director

cc: Park Board Committee File

EXHIBIT 3  
Franklin County Auditor

February 12, 2007

1016 North 4th Avenue  
Pasco, WA 99301

ZONA LENHART, Auditor  
509-545-3840 • Fax: (509) 545-2142  
www.co.franklin.wa.us

P.O. Box 1451  
Pasco, WA 99301

**2007 Vouchers**

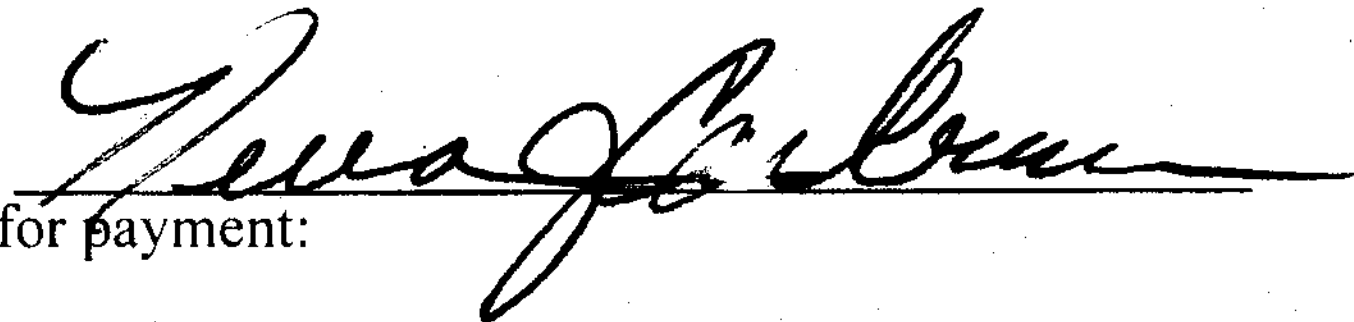
February 12, 2007

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, February 12, 2007

Move that the following warrants be approved for payment:



FUND Expenditures	WARRANT		Amount Issued
	From:	To:	
Current Expense	55284	55315	\$14,663.15
Current Expense	55316	55346	\$61,037.85
Current Expense	55347	55378	\$13,952.77
TRAC	25	53	\$19,723.21
Clerk LFO Collection Fund	5	6	\$417.16
Current Expense	55379	55406	\$10,378.42
FC Public Facilities Const	783	786	\$17,356.73
FC Capital Projects Fund	186	191	\$7,785.59
Auditor O&M	402	402	\$1,249.76
Election Equip	388	388	\$84.00
DOC Building Inspection	22	23	\$487.63
FC Enhanced 911	1236	1237	\$704.59
Veteran's Assistance	1320	1326	\$1,578.90

In the amount of 149,419.76. The motion was seconded by

And passed by a vote of

20



Accounting  
545-3505

Elections  
545-3538

Recording  
545-3536

Licensing  
545-3533

February 12, 2007

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, 02/12/2007 *Deva Barker*,  
move that the following warrants be approved for payment.

FUND	WARRANT	AMOUNT
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**Salary Clearing Payroll:**

42332-42436	157,630.10
42437-42441	61,884.45
Direct Deposit	<u>251,689.42</u>
<b>Total</b>	<b><u><u>\$471,203.97</u></u></b>

In the amount of \$ **471,203.97** . The motion was seconded by *P. K. Hoot*

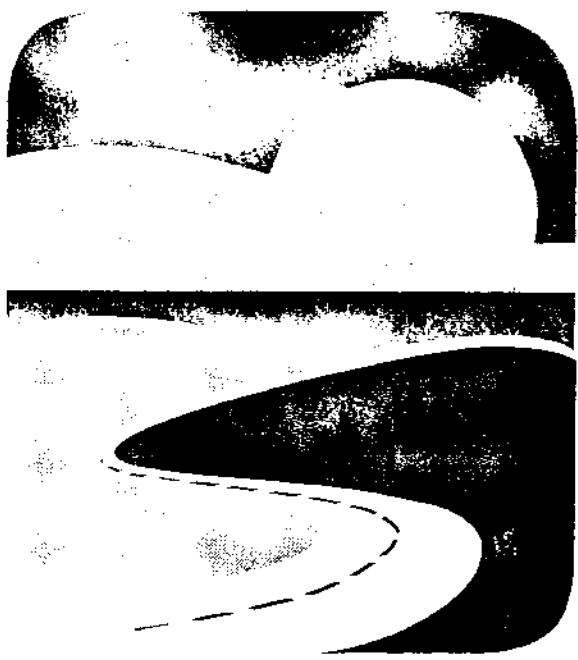
and passed by a vote of 2 to 0 .

**Emergency Mgmt Payroll:**

8533-8539	\$2,524.01
8540-8543	1,086.55
Direct Deposit	<u>6,217.99</u>
<b>Total</b>	<b><u><u>\$9,828.55</u></u></b>

**Irrigation Payroll:**

12336-12351	\$7,207.54
12352-12355	\$1,056.96
Direct Deposit	<u>0.00</u>
<b>Total</b>	<b><u><u>\$8,264.50</u></u></b>



# FRANKLIN COUNTY

## PUBLIC WORKS DEPARTMENT

Tim Fife, P.E., Public Works Director/County Engineer  
Guy F. Walters, Assistant Public Works Director

DATE: February 12, 2007

TO: Board of County Commissioners  
Franklin County, Washington

FROM: Tim Fife, P.E.  
Public Works Director / County Engineer

SUBJECT: Standard Consultant Agreement  
Solid Waste Comprehensive Management Plan

The Franklin County Solid Waste Division advertised a Request for Statement of Qualification from qualified firms interested in providing professional consulting for the subject project. Of the seventeen consultants taken from Franklin County's Small Works Roster, only one firm responded to our request.

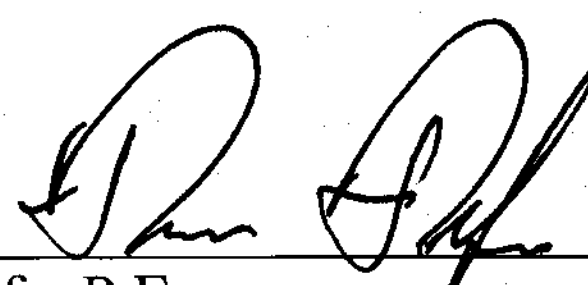
An interview with HDR Engineering, Inc. has been held and, based on the firm's key personnel, local experience in preparing similar plans, and ability to complete the project in a timely manner, we have concluded that HDR Engineering, Inc. would qualify to complete this project.

At this time we request your approval to begin the negotiation process with HDR Engineering, Inc. to determine a mutually agreed upon scope of work, work hours, and cost for services.

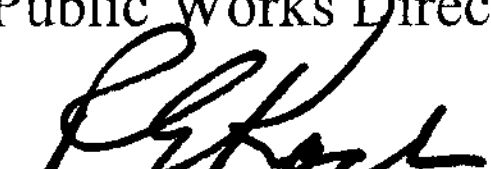
Your approval in this matter would be greatly appreciated.

Dated this 12<sup>th</sup> day of February 2007.

Recommended:

  
Tim Fife, P.E.  
Public Works Director/County Engineer

Approved:

  
Robert E. Koch, Chairman

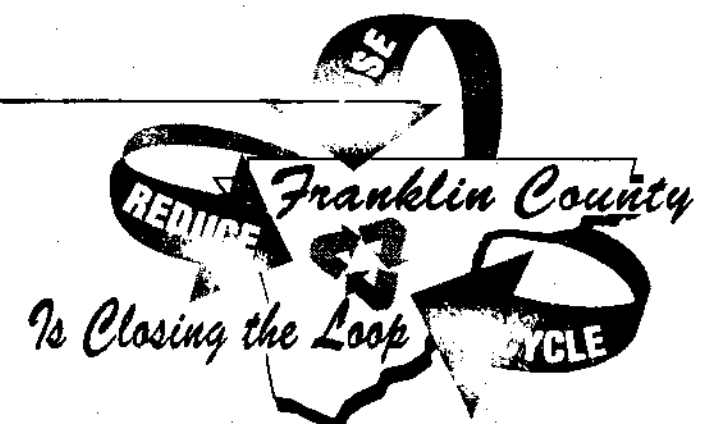
Attest:

  
Clerk of the Board

  
Neva J. Corkrum, Chairman Pro-Tem

**ABSENT**

Rick Miller, Member



**SOLID WASTE DIVISION**

3416 Stearman Avenue • Pasco, WA 99301-7104 • (509) 545-3514 • FAX (509) 545-2133

Recycling Hotline  
1-800-967-8128

**Arnold & Marilyn Van Hollebeke**

25373 Pasco-Kahlotus Rd.

Pasco, WA 99301

(509) 547-2826

Franklin County Courthouse  
1016 N.4<sup>th</sup>  
Pasco, WA 99301

Feb 7 2007

To Franklin County Commissioners:

It has come to our attention that the years 1997-2006 we paid taxes on PARCEL #104-090-057 and discovered due to a County error it was not our parcel.

The land belongs to a Windy Acres, the Sharfers.

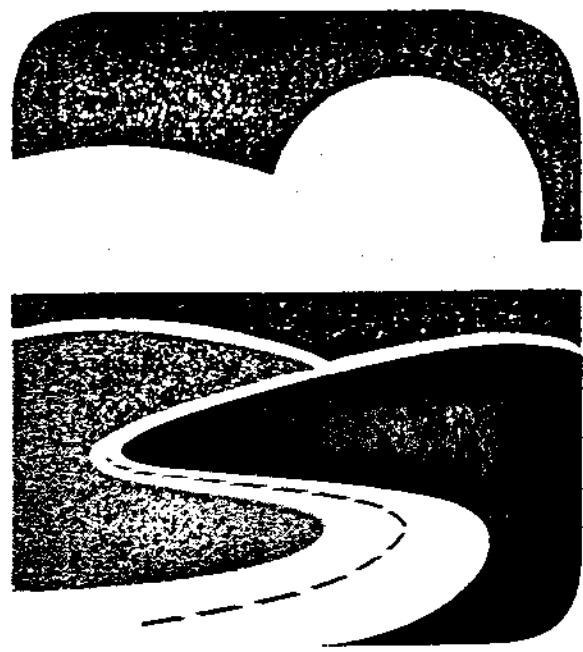
We would like to resolve this matter and ask the Franklin Co. to refund the tax money to Windy Wheatlands and Arnold Van Hollebeke.

Thankyou truly;

Arnold Van Hollebeke

RECEIVED  
FRANKLIN COUNTY COMMISSIONERS

FEB 12 2007



# FRANKLIN COUNTY

## PUBLIC WORKS DEPARTMENT

Tim Fife, P.E., Public Works Director/County Engineer  
Guy F. Walters, Assistant Public Works Director

February 12, 2007

Michael A Murray  
Sr. Transportation Engineer  
HDR Engineering, Inc.  
2805 Saint Andrews Loop, Suite A  
Pasco, WA 99301-6121

RE: Consultant Interview – Solid Waste Comprehensive Management Plan

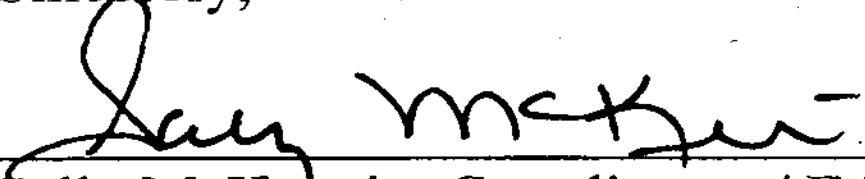
Dear Mr. Murray:

After careful review of your firm's experience, references, and qualifications and your subsequent interview to provide consulting services to the Franklin County Solid Waste Comprehensive Management plan, we are happy to inform you that your firm was selected.

At this time, we are requesting that you submit a scope of work for the subject project for our review. During phone conversations prior to your interview, including the Moderate Risk Waste plan within the Comprehensive Management plan was one of our desires. Please be sure to include this request within your scope of work.

We look forward to working with you on this project.

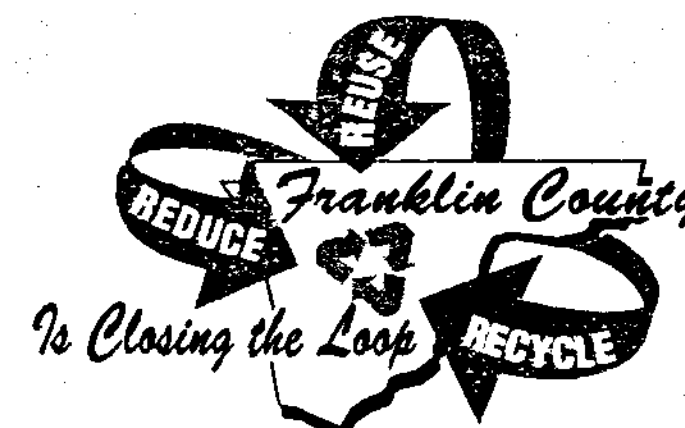
Sincerely,

  
Sally McKenzie, Coordinator / Educator  
Franklin County Solid Waste

cc: Solid Waste Advisory Committee

**SOLID WASTE DIVISION**

3416 Stearman Avenue • Pasco, WA 99301-7104 • (509) 545-3514 • FAX (509) 545-2133



Recycling Hotline  
1-800-967-8128



Printed on Recycled Paper





February 12, 2007

## CRCC Expansion Project

1301 N Ephrata, Suite 100 A - PO Box 769  
Connell WA 99326  
(509) 234-5275 (Mainline) (509) 234-5286 (Fax)

February 2, 2007

Mayor Gary Walton  
City of Connell  
PO Box 1200  
Connell, WA 99326-1200

Dear Mayor Walton:


Jerrold MacPherson, Franklin County Director of Planning and Building, has requested that the Department of Corrections – Capital Programs recommend Franklin County's plan review and inspection services to the City of Connell.

I am pleased to report that we currently house two Franklin County Building Inspectors in our offices at the Coyote Ridge Correction Center's Expansion Project. Their performance is professional; both inspectors are precise and attentive to detail in the inspection procedure.

We find them to be an asset to the project and believe their services would be beneficial to any small municipality. Our recommendation is that the City of Connell acquires their services for future building projects.

Feel free to contact me with any questions about this program.

Sincerely,

  
Larry Hueter, Project Manager  
CRCC Expansion Project  
PO Box 769  
1301 N Ephrata, Suite 100 A  
Connell, WA 99326

**COPY**

LH:md

Cc: Jerrod MacPherson



State of Washington  
Department of Corrections