

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, December 20, 2016, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman Shon Small
Commissioner Jerome Delvin
Commissioner James Beaver
County Administrator David Sparks
Clerk of the Board Cami McKenzie

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Adam Fyall, Sustainable Development Manager; County Engineer Matt Rasmussen; Assistant County Engineer Robert Blain; DPA Ryan Brown; Auditor Brenda Chilton; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Assessor Bill Spencer; Treasurer Duane Davidson; Jerrod MacPherson, Assistant Planning Manager; Shyanne Faulconer, Community Programs/PR; Financial Analyst Paul Schut; Judge Terry Tanner, Greg Wendt, Principal Planner; IT Manager Teri Holmes; GIS Manager Mary Phillips.

Approval of Minutes

The Minutes of December 13, 2016 were approved.

Review Agenda

The Board added "aa" (Salary Request Statement) to the consent agenda.

The Board added an Executive Session to discuss the performance of a public employee.

Consent Agenda

MOTION: Commissioner Delvin moved to approve the consent agenda items "a" through "z", adding "aa" (Salary Request Statement). Commissioner Beaver seconded and upon vote, the Board approved the following:

Assessor

- a. Line Item Transfer, Fund No. 0000-101, Dept. 101

Auditor

- b. Line Item Transfer, Fund No. 0000-101, Dept. 102

Commissioners

- c. Step Increase Approval Request

- d. Line Item Transfer, Fund No. 0000-101, From Dept. 115 to Dept. 107
- e. Appointment of C Obrien to the Benton County Weed District No. 1

District Court

- f. Agreement w/State of WA Administrative Office of the Courts
- g. Contract w/A Uvalle for Interpreter Services
- h. Contract w/M Rudeen for Interpreter Services
- i. Line Item Transfer, Fund No. 0000-101, Dept. 111
- j. Line Item Transfer, Fund No. 0131-101, Dept. 000

Facilities

- k. Notice of Award for OPD/PA TI Project to Booth & Sons Construction, Inc.
- l. Contract w/Superior Maintenance Solutions, Inc. for Snow Removal

Information Technologies

- m. Purchase of Applications & Services from IWorq Systems for Public Works
- n. Purchase of CallMaker & CallReader Software from Techline Communications for Clerk's Office

Office of Public Defense

- o. Superior Court Public Defense Services Agreement w/M Iaria
- p. Line Item Transfer, Fund No. 0000-101, Dept. 136

Parks

- q. Line Item Transfer, Fund No. 0110-102, Dept. 000

Personnel

- r. Contract w/Castlebranch, Inc. for Employment Screening/Background Checks
- s. Appointment of Paynewest Insurance as Broker/Agent for Insurance Policies and Bonds

Prosecuting Attorney

- t. Line Item Transfer, Fund No. 0000-101, Dept. 117
- u. Line Item Transfer, Fund No. 0000-101, Dept. 117, Rescinding Resolution 2016-948

Public Safety

- v. Line Item Transfer, Fund No. 0148-101. Dept. 136

Public Works

- w. Agreement w/City of Kennewick for Bob Olson Parkway Project
- x. Purchase of Four Ford Pickups from Corwin Ford

Sheriff

- y. Salary Request Statement
- z. Contract Modification w/US Department of Energy for Law Enforcement Services

Planning

- aa. Salary Request Statement

Public Hearing – Adoption of Final 2017-2018 Budget

Paul Schut said the budget was advertised as required and posted on the main web page for the public to review.

Commissioner Delvin commented that he received a message to be careful with the budget because if the Columbia Generating Station closed, Benton County would be stuck with the bill.

As there was no one present to testify, public testimony was closed.

MOTION: Commissioner Beaver moved to adopt the final 2017-2018 Benton County Budgets as presented. Commissioner Delvin seconded.

Discussion

The Board thanked David Sparks, Loretta Smith Kelty, Paul Shut and others that worked on balancing the budget.

Upon vote, the motion carried unanimously.

Unscheduled Visitors

Paul Schut presented two line item transfers for the Commissioners' office and Facilities Department for the Board's approval.

MOTION: Commissioner Beaver moved to approve the Line Item Transfer from Current Expense Fund Dept. 115 and Dept. 107 to Dept. 107, Rescinding Resolution 2016-1010. Commissioner Delvin seconded and upon vote, the motion carried.

MOTION: Commissioner Beaver moved to approve the Line Item Transfer from Current Expense Fund Dept. 115 to Dept. 110, Rescinding Resolution 2016-1014. Commissioner Delvin seconded and upon vote, the motion carried.

Judge Terry Tanner expressed appreciation on behalf of District Court for the budget approval. Additionally, he said they would be down a judge in 2017 and they were available to assist in expediting the process so they could get back up to full steam.

Mr. Sparks stated they had a process where they selected a committee and invited the cities to join and come up with three names for the Board to appoint a new judge and they just needed direction from the Board.

Commissioner Delvin requested the item be put on the January 10, 2017 agenda for the Board to review.

Lisa Small via/videoconference presented Amendment No. 5 for the contract with DOC for jail bed space. She said the amendment would extend the contract from January 1, 2017 to June 30, 2017 to allow them time to negotiate the terms of a new contract.

MOTION: Commissioner Beaver moved to approve the Resolution approving Amendment No. 5 to the Washington State Department of Corrections Agreement for jail bed space at the Benton County Jail. Commissioner Delvin seconded and upon vote, the motion carried.

Other Business

Treasurer Duane Davidson said the Board would need to appoint an Interim Treasurer and he wanted to suggest Kirsten Yniguez. She had worked for the Treasurer's office for 8 years, was a

foreclosure deputy for a number of years, resided in Benton County and was well versed in tax collection. Additionally, they were going through a conversion and she would be a good resource.

The Board agreed to put the appointment for Interim Treasurer on the January 10, 2017 agenda.

Jarrold MacPherson, Planning introduced Greg Wendt as newest member to the Benton County Planning Team.

Commissioner Delvin said he forwarded the email he received regarding the proposal from Gordon Thomas Honeywell about getting some assistance to go after funding. He said they had a new person on board that had worked on the State House of Representative capital budget committee and it might be good to use her expertise to gain state money for the two projects (jail mental health wing and juvenile).

MOTION: Commissioner Beaver moved to enter into an agreement as presented (no amount specified). Commissioner Delvin seconded.

Discussion

Commissioner Delvin said he would work with David Sparks, Loretta Smith Kelty and Ryan Brown to figure out how they would move forward with this.

Upon vote, the motion carried.

Chairman Small said he wanted to look at the jail issue during the beginning of the year. Commissioner Delvin said he had conversations with CEO's of the hospitals and publisher of Tri-City Herald and they were interested because it affected their operations. With a facility here it could defer more people out of the jail and he would keep working the individuals to pursue that.

The Board briefly recessed, reconvening at 9:35 a.m.

Executive Session – Performance of Public Employee

The Board went to into executive session at 9:36 for approximately five minutes to discuss the performance of a public employee. Also present were David Sparks, Loretta Smith Kelty and Cami McKenzie. The Board came out at 9:45 a.m. No decisions were made.

Payroll

Check Date: 12/15/2016

Payroll Draw Checks

Warrant #: 240219

Direct Deposit #: 120087-120272

Total all funds: \$112,768.00

Payroll Deductions/Transfers
Taxes #: 101161216
Total all funds: \$36,178.56

Total amounts approved by fund can be reviewed in the Benton County Auditor's Office.

Claim for Damages

CC 2016-18: Received on December 16, 2016 from Austyn Schlosser

Resolutions

- 2016-1039: Line Item Transfer, Fund No. 0000-101, Dept. 101
- 2016-1040: Line Item Transfer, Fund No. 0000-101, Dept. 102
- 2016-1041: Line Item Transfer, Fund No. 0000-101, From Dept. 115 to Dept. 107
- 2016-1042: Appointment of C Obrien to the Benton County Weed District No. 1
- 2016-1043: Agreement w/State of WA Administrative Office of the Courts
- 2016-1044: Contract w/A Uvalle for Interpreter Services
- 2016-1045: Contract w/M Rudeen for Interpreter Services
- 2016-1046: Line Item Transfer, Fund No. 0000-101, Dept. 111
- 2016-1047: Line Item Transfer, Fund No. 0131-101, Dept. 000
- 2016-1048: Notice of Award for OPD/PA TI Project to Booth & Sons Construction, Inc.
- 2016-1049: Contract w/Superior Maintenance Solutions, Inc. for Snow Removal
- 2016-1050: Purchase of Applications & Services from IWorq Systems for Public Works
- 2016-1051: Purchase of CallMaker & CallReader Software from Techline Communications for Clerk's Office
- 2016-1052: Superior Court Public Defense Services Agreement w/M Iaria
- 2016-1053: Line Item Transfer, Fund No. 0000-101, Dept. 136
- 2016-1054: Line Item Transfer, Fund No. 0110-102, Dept. 000
- 2016-1055: Contract w/Castlebranch, Inc. for Employment Screening/Background Checks
- 2016-1056: Appointment of Paynewest Insurance as Broker/Agent for Insurance Policies and Bonds
- 2016-1057: Line Item Transfer, Fund No. 0000-101, Dept. 117
- 2016-1058: Line Item Transfer, Fund No. 0000-101, Dept. 117, Rescinding Resolution 2016-948
- 2016-1059: Line Item Transfer, Fund No. 0148-101. Dept. 136
- 2016-1060: Agreement w/City of Kennewick for Bob Olson Parkway Project
- 2016-1061: Purchase of Four Ford Pickups from Corwin Ford
- 2016-1062: Contract Modification w/US Department of Energy for Law Enforcement Services
- 2016-1063: Adopting the Final 2017-2018 Benton County Budgets
- 2016-1064: Transfer of Funds Within Current Expense 0000-101 Dept. 115 To Dept. 107 - Rescinding Resolution 2016-1010
- 2016-1065: Transfer of Funds Within Current Expense Fund 0000-101 Non Department 115 To Dept. 110 - Rescinding Resolution 2016-1014
- 2016-1066: Authorizing Amendment No. 5 to the Washington Statement Department of Corrections Agreement No. K9420 for Jail Bed Space at the Benton County Jail

There being no further business before the Board, the meeting adjourned at approximately 9:45 a.m.

Clerk of the Board

Chairman