

**MINUTES**

**BOARD OF BENTON COUNTY COMMISSIONERS**

Regular Board Meeting  
Tuesday, April 3, 2012, 9:00 a.m.  
Commissioners' Conference Room  
Benton County Courthouse, Prosser, WA

**Present:** Chairman Pro Tem Shon Small  
Commissioner Leo Bowman  
County Administrator David Sparks  
Clerk of the Board Cami McKenzie

**Absent:** Commissioner James Beaver (Vacation)

**Benton County Employees Present During All or a Portion of the Meeting:** Deputy Administrator Loretta Smith Kelty; Adam Fyall, Sustainable Development Manager; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Human Services Manager Ed Thornbrugh; Public Works Manager Steve Becken; Planning Manager Mike Shuttleworth; County Engineer Malcolm Bowie; Auditor Brenda Chilton; District Court Administrator Jacki Lahtinen; Central Services Manager Randy Reid; Nick Kooiker, Treasurer's Office.

**Approval of Minutes**

The Minutes of March 27, 2012 were approved.

**Consent Agenda**

**MOTION:** Commissioner Bowman moved to approve the consent agenda items "a" through "g". Commissioner Small seconded and upon vote, the Board approved the following:

**District Court**

- a. Lease Agreement w/Xerox Copier

**Facilities**

- b. Contract Amendment w/DNR Systems, Inc. for Floor System Upgrade

**Parks**

- c. Line Item Transfer, Fund No. 0000-101, Dept. 126

**Public Works**

- d. Purchase Authorization of Traffic Sign Materials
- e. Contract w/Byrnes Oil Company for Refined Petroleum Products – Bulk Diesel Fuel

**Sheriff**

- f. Surplus of Personal Property

**Treasurer**

- g. Agreement w/Bid4Assets, Inc.

The Board briefly recessed, reconvening at 9:05 a.m.

### **Bid Opening – County Newspaper**

Auditor Brenda Chilton said the County was required to go out to bid for legal advertising each year if there was more than one newspaper in the County and it was her job to advertise for bid.

The Board opened the following bid for official county newspaper:

Tri-City Herald, Kennewick, WA

Column-inch rate, first insertion, including online: \$17.25 (Mon. – Fri.); \$17.70 (Sat. – Sun.)

Column-inch rate, additional insertions: \$15.50 (Mon. – Fri.); \$15.85 (Sat. – Sun.)

The Clerk of the Board indicated she would prepare the contract for Board approval.

### **Commissioner Assignment Update**

Commissioner Bowman reported on his attendance at the Yakima Salmon Recovery Board meeting. He said they were beginning the process to solicit projects for funding for salmon recovery enhancements; he said it was moving along although there was a decrease in funding.

Commissioner Bowman indicated the Port of Kennewick had a resignation on its board and it would be making a new appointment. He suggested the Commissioners send along recommendations for that appointment if they had any.

Chairman Pro Tem Small said the Board received a thank you letter from Marie Mosley for assistance with the UGA bill. He also thanked Mr. Shuttleworth and his office for its assistance and thanked Commissioner Bowman for testifying on that issue.

He discussed the report received from Susan Walker on the long range planning update and said it was very informative; he suggested the update be included on the internet if the Board was comfortable with that.

Additionally, he said he attended the annual meeting for the Chambers of Commerce and it was educational. Commissioner Small also commented on the recent wind storm and damage to a local business and that he assisted that business in putting things back in order.

### **Vouchers**

Check Date: 03/30/2012

Warrant #: 54563-54725

Warrant #: 54967-55226

Transfer #: 010103121

Total all funds: \$1,069,474.95

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

**Resolutions**

- 2012-189 Lease Agreement w/Xerox Copier
- 2012-190 Contract Amendment w/DNR Systems, Inc. for Floor System Upgrade
- 2012-191 Line Item Transfer, Fund No. 0000-101, Dept. 126
- 2012-192 Purchase Authorization of Traffic Sign Materials
- 2012-193 Contract w/Byrnes Oil Company for Refined Petroleum Products – Bulk Diesel Fuel
- 2012-194 Surplus of Personal Property
- 2012-195 Agreement w/Bid4Assets, Inc.

There being no further business before the Board, the meeting adjourned at approximately 9:15 a.m.

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Clerk of the Board

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Chairman