

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, August 12, 2014, 9:00 a.m.  
Commissioners' Conference Room  
Benton County Courthouse, Prosser, WA

**Present:** Chairman James Beaver  
Commissioner Shon Small  
Commissioner Jerome Delvin  
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; Public Works Manager Daniel Ford; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Bob Woody, IT Department; Dan Mack and Marty Groom, Public Works; Treasurer Duane Davidson; Donna Holmes, Public Works; Marianne Ophardt, WSU; and Auditor Brenda Chilton.

#### Approval of Minutes

The Minutes of August 5, 2014 were approved.

#### Consent Agenda

**MOTION:** Commissioner Small moved to approve the consent agenda items "a-q". Commissioner Delvin seconded and upon vote, the Board approved the following:

#### Auditor

- a. Line Item Transfer, Fund No. 0000-101, Dept. 102
- b. Line Item Transfer, Fund No. 0111-101, Dept. 000

#### Board of Equalization

- c. Notice of Approval to Hear Property Tax Appeals

#### Human Services

- d. Amended Mental Health Block Grant Agreement w/Greater Columbia Behavioral Health
- e. DSHS Agreement w/Developmental Disabilities Administration
- f. Amended Agreement w/Safe Harbor Crisis Nursery for Ten Year Homeless Housing Plan

#### Juvenile

- g. Agreement w/State of WA Administrative Office of the Courts for CASA Programs

- h. Agreement w/State of WA Administrative Office of the Courts for Becca Bill Program

**Parks**

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

**Personnel**

- j. Line Item Transfer, Fund No. 0503-101, Dept. 000

**Public Works**

- k. Line Item Transfer, Fund No. 0155-101, Dept. 000
- l. Line Item Transfer, Fund No. 0155-101, Dept. 000
- m. Declaring Katie Road Drainage Project an Emergent Project
- n. Funding Authorization for Katie Road Drainage Project

**Sheriff**

- o. Amended Contract w/Consolidated Food Management
- p. Contract w/Zee Medical, Inc. for First Aid Kits and Supplies
- q. Amended Contract w/WA State Department of Corrections

**Port of Kennewick – Vista Field Task Force**

Tim Arntzen, Executive Director for the Port of Kennewick said they had assembled a committee to discuss the future of Vista Field and wanted to get representatives, including a county representative (preferably an elected official) to sit on the committee.

**MOTION:** Commissioner Delvin moved to appoint Commissioner Beaver to the Vista Field Task Force. Commissioner Small seconded and upon vote, the motion carried.

**4H & Master Gardeners**

Doreen Hauser-Lindstrom, WSU Spokane -- Director of WSU Extension Youth & Family said they were proposing that Benton County hire a Youth & Family Outreach Coordinator. She gave a Powerpoint presentation outlining that the purpose of the position would be to screen volunteers to provide the safest environment for people working with youth and vulnerable adults. Additionally, she talked about the benefits of the 4H programs. She said there was over \$1 million in volunteer hours in Extension in this area and they were asking the County to invest in a position to manage all volunteers and help faculty focus on grant writing and expanding the programs for 4H and Master Gardeners.

The funding request was \$23,600 for 2015 and the benefits would be paid for by the State (WSU Extension). She said that 50% of the counties had coordinators and they were trying to reach out to the counties to increase that number.

The Board said it would be appropriate for Marianne Ophardt to include in her budget request.

### **Tri-Cities Region Legislative Priorities**

The Board discussed potential legislative priorities and decided to include Juvenile facility funding (Commissioner Delvin offered to draft a document relating to that) and energy and small reactors (Adam Fyall would draft something to include).

### **Other Business**

Commissioner Delvin said it appeared the public safety tax would pass and it seemed appropriate to define expectations since they would not be getting any funds back from the State until March or April if it went into effect January 1. Mr. Sparks recommended a separate budget so everything being spent was transparent to the public. He said they would create a separate fund and then have mini-expense funds for each department so every penny was accounted for and they were probably looking at May to have the funds to move forward. Additionally, he said he didn't know if capital investments were included in the proposals (i.e. where to put new employees, etc.) The Board agreed.

The Board talked about when the sales tax would take effect and having the revenue well defined so the proposed expenses were not greater than the revenue. Mr. Brown said the Board would need to adopt an ordinance and put the effective date when it wanted it to start. Mr. Davidson said the soonest they could start collecting was January 1. Mr. Sparks said the County would have to do some cash flow and it was a good idea to do some long-term projections and be cautious about what was approved. He said that Loretta Smith Kelty sent out a letter to elected officials regarding this issue.

### **Metro Drug Task Force**

Commissioner Small said that Metro asked the Board to consider funding Metro until the criminal justice tax took effect and Benton County's portion was \$3,700. The County had not previously paid for the program as it was funded from the Byrne grant and confiscations, etc. Commissioner Delvin said he wanted to hear from the Sheriff to see if he thought it was worthwhile and should go forward before making a decision. Chairman Beaver said he also wanted to know if the Sheriff had the money in his budget to pay for it. Mr. Sparks indicated it paid for a deputy that was assigned to Metro and part of a prosecutor. Chairman Beaver said the Board should also hear from PA Miller.

Additionally, Chairman Beaver said he was still not in favor of budget requests coming to the Board from other boards and committees. He said the Board adopted a two year budget and the departments were trying to stay within the budget.

### **Executive Session**

The Board went into executive session at 9:46 a.m. for approximately 15 minutes with DPA Ryan Brown to discuss 2<sup>nd</sup> quarter litigation report. Also present were David Sparks, Loretta Smith Kelty and Cami McKenzie. The Board came out at 10:02 a.m. and went back into executive session for approximately 10 more minutes. The Board came out at 10:09 a.m.

Mr. Brown said the Board discussed the 2<sup>nd</sup> quarter litigation report but took no action.

### **State Supreme Court Decision – Single Bed Certification**

DPA Ryan Brown said it was common practice around the state when there was a shortage of psychiatric beds to take individuals to the ER and if they couldn't find a bed, they would get a single bed certification at the hospital until a bed came open in a facility.

However, now the State Supreme Court has said you can't do these single bed certifications. He discussed the issue with Lourdes taking out of county patients and not opening up new beds; starting August 18 the MHP's would no longer appear at out of county hearings. He said it was a policy decision but someone needed to decide whose responsibility it was to make that policy decision on what to do when a bed was not available.

Chairman Beaver talked about some of the State contracts the PA's office would not approve as to form and asked for assistance in drafting a letter to the State regarding this issue. Mr. Brown said he would ask Mr. Lukson to assist with drafting the letter.

### **Vouchers**

Check Date: 08/05/2014

Warrant #: 237486-237579  
Direct Deposit #: 96307-96897  
Total all funds: \$2,076,948.70

Payroll Deductions  
Taxes #: 10114081-101140813  
Warrant #: 106663-106680  
Total all funds: \$2,123,794.27

Check Date: 08/08/2014  
Procurement Cards #: 0814  
Total all funds: \$114,988.82

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

### **Resolutions**

2014-590: Line Item Transfer, Fund No. 0000-101, Dept. 102  
2014-591: Line Item Transfer, Fund No. 0111-101, Dept. 000  
2014-592: Notice of Approval to Hear Property Tax Appeals  
2014-593: Amended Mental Health Block Grant Agreement w/Greater Columbia Behavioral Health  
2014-594: DSHS Agreement w/Developmental Disabilities Administration

- 2014-595: Amended Agreement w/Safe Harbor Crisis Nursery for Ten Year Homeless Housing Plan
- 2014-596: Agreement w/State of WA Administrative Office of the Courts for CASA Programs
- 2014-597: Agreement w/State of WA Administrative Office of the Courts for Becca Bill Program
- 2014-598: Line Item Transfer, Fund No. 0110-102, Dept. 000
- 2014-599: Line Item Transfer, Fund No. 0503-101, Dept. 000
- 2014-600: Line Item Transfer, Fund No. 0155-101, Dept. 000
- 2014-601: Line Item Transfer, Fund No. 0155-101, Dept. 000
- 2014-602: Declaring Katie Road Drainage Project an Emergent Project
- 2014-603: Funding Authorization for Katie Road Drainage Project
- 2014-604: Amended Contract w/Consolidated Food Management
- 2014-605: Contract w/Zee Medical, Inc. for First Aid Kits and Supplies
- 2014-606: Amended Contract w/WA State Department of Corrections

There being no further business before the Board, the meeting adjourned at approximately 10:25

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Clerk of the Board

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Chairman