

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, June 4, 2013, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

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

Absent: Commissioner James Beaver (ECA Conference)

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Public Works Manager Steve Becken; County Engineer Daniel Ford; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Jacki Lahtinen, District Court; Clerk Josie Delvin; Auditor Brenda Chilton; DPA Ryan Lukson; Marianne Ophardt, Benton County WSU Extension; Sheriff Steve Keane; Erhiza Rivera, Treasurer's Office; Rosie Sparks, Auditor's Office; Dean Docken, Facilities; Teri Holmes, Central Services.

Approval of Minutes

The Minutes of May 21, 2013 were approved.

Consent Agenda

MOTION: Commissioner Delvin moved to approve the consent agenda items "a" through "y", pulling "d" (Appointment to Aging & Long Term Care). Commissioner Small seconded and upon vote, the Board approved the following:

Central Services

- a. Payment Authorization to Paramount Communications Inc. for Replacement of Fairgrounds Access Point

Commissioners

- b. Residual Equity Transfer from Detention Kitchen Services Fund (0117-101) to Juvenile Center Fund (0115-101)
- c. Residual Equity Transfer from Fairground Improvements Fund (0123-101) to Fairgrounds Operating Budget Fund (0124-101)

Human Services

- e. Amended Agreement w/Somerset Counseling Center for Substance Abuse Treatment Svcs.

- f. Contract Amendment w/DSHS, Division of Behavioral Health & Recovery for Chemical Dependency Prevention Services
- g. Appointments to the Benton & Franklin Counties Department of Human Services Advisory Board
- h. Contract Amendment w/Domestic Violence Services for Program Expenses
- i. Contract Amendment w/Lourdes Counseling Center for Substance Abuse Services

Juvenile

- j. Contract w/Crest Counseling Services, P.S. for Sex Offender Treatment
- k. Contract w/E Chapin for Juvenile Classes and Workshops
- l. Notice of Termination of Contract w/DeBord Polygraph Services

Personnel

- m. Rescinding Resolution 99-650 Establishing Amendment to Health Reimbursement Arrangement/Voluntary Employee Beneficiary Association Plan for Non-Bargaining Human Services Employees
- n. Maintenance Contract w/Pacific Microrem, Inc. for X-Ray & Metal Detector Machines
- o. Employee of the Month Appointment

Prosecuting Attorney

- p. Request for Legal Representation for A Miller Pursuant to Benton County Code 5.12.040
- q. Settlement Agreement Between Benton & Franklin Counties Juvenile Dept and L Brown

Public Works

- r. Order & Agreement for NonExclusive Franchise for Desert Winds Wireless Inc.
- s. Bid Authorization for Purchase of Truck Cab, Chassis & Water Tank System
- t. Payment Authorization to Cascade Natural Gas Corporation for Piert Road Extension Project
- u. Sellards Road Local Agency Federal Aid Project Prospectus Funding
- v. Supply Contract w/A&B Asphalt, Inc for Surfacing Materials
- w. Supply Contract w/Inland Asphalt Company for Surfacing Materials

Treasurer

- x. Contract w/Frontier Title & Escrow Company for Title Reports Preparation

WSU Cooperative Extension

- y. Line Item Transfer, Fund No. 0000-101, Dept. 108

Consent Agenda Item “d” (Appointment to Aging & Long Term Care)

Commissioner Delvin said the Board was in the process of working through an agreement with the Office of Aging & Long Term Care and he wanted to wait for the agreement to be in place before approving a new appointment. Chairman Small agreed.

Public Hearing – Budget Adjustment – CRID 21

Keith Mercer said the purpose of the public hearing was to establish a budget for the CRID No. 21 Construction Fund (Fund No. 0373-401) so construction costs associated with the improvements to Antinori Road CE 1945 CRP could be paid. He said Public Works estimated the total cost of the project not to exceed \$1,700,000.

As there was no one present to testify the public hearing was closed.

MOTION: Commissioner Delvin moved to approve the budget adjustment to 2013-2014 County Road Improvement District No. 21 Construction Fund budget (Fund 0373-401) in the amount of \$1,700,000 as presented. Commissioner Small seconded and upon vote, the motion carried.

City of West Richland - Disbursement Agreement Extension Discussion

Donna Noski and Ruth Swain, City of West Richland requested the Board amend its disbursement agreement with the City of West Richland to extend the dates for construction, disbursement of funds, and the City's ownership of the property on Keene Road known as the Belmont Industrial Center.

Commissioner Delvin asked if the money was still available from the County. Mr. Sparks stated the money was from the Distressed County Funds and \$55,000 had been allocated to W. Richland and the other \$55,000 was allocated to the Clore Center.

MOTION: Commissioner Delvin moved to amend the Disbursement Agreement for Use of Distressed County Tax Credit Funds with the City of West Richland to change the date for scheduled completion of the project to December 31, 2014 in paragraph (3); change the date to December 31, 2015 in paragraph (10); and change the date to "through 5/16/2023" in paragraph 11. Commissioner Small seconded and upon vote, the motion carried.

Chairman Small announced the presentation by Personnel was pulled from the agenda and was scheduled for the following meeting.

WSU – Regional Livestock Update

Don Llewellyn updated the Board on activities for regional livestock and briefly discussed the following programs:

- Youth training - 4-H, competition after fair (steer merit program - beef education)
- Adults programs - along with Grant and Lincoln County received a \$30,000 grant for low stress cattle handling;
- Previous grants for reduction of bovine respiratory disease; received an additional \$52,000 grant to test what they had learned on ranches;
- State Regional Cattlemen's Conference;
- Applied research side - Pacific Northwest feeding seeds as supplements; forage soybeans; new project for drought stress in Alfalfa and Timothy

Courthouse Remodel Update

Dean Docken provided a copy of the completed tenant improvement study by Design West Architects that would remodel portions of the Courthouse and move offices around. He said the estimated construction costs totaled \$456,000. Mr. Sparks said this remodel would solve some ADA issues and logistics in the Courthouse for GIS, Auditor, Treasurer, and Sheriff's office. He said it was originally a restroom remodel but departments brought forth some issues that would

be addressed in the remodel. He said previously this was a \$7 million answer and was now down to \$456,000 to paid from the capital fund and he felt it was a reasonable fix.

Commissioner Delvin asked about the HVAC upgrade and Mr. Docken said it was preferable not to complete at the same time with two different contractors on site. He said this would be a good first step and then could follow up with the HVAC upgrades. He stated that construction could start in the Fall 2013 and be done in Spring and then they would be ready to look at HVAC. Mr. Sparks added that they were moving forward with the remodel in District Court as a separate project.

The Board agreed to move forward.

Six-Year Road Program

Daniel Ford, County Engineer, provided a copy of the proposed Six-Year Road Program and said they would come back at the end of June for a public hearing. He indicated that funding was a big issue and had been a difficult and they were trying to do project planning accordingly. He said they would have to start phasing these projects in smaller pieces to get anything done.

The Board indicated it would review the proposed projects and get back to Public Works with any comments.

Commissioner Assignment Update

Commissioner Delvin said he attended the NACO Western conference and thought it was a better fit than the D.C. conference; he said he brought materials back if the members wanted to review. He also attended the Richland Chamber meeting and would attend the meeting in Yakima. He said there was a new MOU collaborative draft agreement regarding the groundwater issue that was being reviewed.

Chairman Small asked Sheriff Keane if he had heard anything since the meeting with DOC in March. Sheriff Keane said he was in regular communications with them but had not heard anything on their final plan.

Additionally, Chairman Small said he attended the Metro Board meeting and they talked about budget. He said he wanted to remind the elected officials to look at attrition and reductions when reviewing their budget, to look at contractors versus employees, and technology updates.

The Board briefly recessed, reconvening at 9:48 a.m.

Executive Session – Potential Litigation

The Board went into executive session with DPA Ryan Brown and DPA Ryan Lukson at 9:48 a.m. to discuss potential litigation for approximately 30 minutes. Also present were David Sparks, Cami McKenzie, Dean Docken, Loretta Smith Kelty, Melina Wenner, and Sheriff

Keane. The Board came out at 10:12 a.m. Mr. Brown said the Board discussed potential litigation and took no action.

Vouchers

Check Date: 05/24/2013
Warrant #: 81111-81244
Transfers #: 05010513,010115134
Total all funds: \$428,088.34

Check Date: 05/31/2013
Warrant #: 81432-81722
Total all funds: \$798,678.05

Check Date: 05/31/2013
Transfers # 01080513, 010105139, 010805131
Total all funds: \$9,516.76

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

Resolutions

- 2013-405: Payment Authorization to Paramount Communications Inc. for Replacement of Fairgrounds Access Point
- 2013-406: Residual Equity Transfer from Detention Kitchen Services Fund (0117-101) to Juvenile Center Fund (0115-101)
- 2013-407: Residual Equity Transfer from Fairground Improvements Fund (0123-101) to Fairgrounds Operating Budget Fund (0124-101)
- 2013-408: Amended Agreement w/Somerset Counseling Center for Substance Abuse Treatment Srvcs.
- 2013-409: Contract Amendment w/DSHS, Division of Behavioral Health & Recovery for Chemical Dependency Prevention Services
- 2013-410: Appointments to the Benton & Franklin Counties Department of Human Services Advisory Board
- 2013-411: Contract Amendment w/Domestic Violence Services for Program Expenses
- 2013-412: Contract Amendment w/Lourdes Counseling Center for Substance Abuse Services
- 2013-413: Contract w/Crest Counseling Services, P.S. for Sex Offender Treatment
- 2013-414: Contract w/E Chapin for Juvenile Classes and Workshops
- 2013-415: Notice of Termination of Contract w/DeBord Polygraph Services
- 2013-416: Rescinding Resolution 99-650 Establishing Amendment to Health Reimbursement Arrangement/Voluntary Employee Beneficiary Association Plan for Non-Bargaining Human Services Employees
- 2013-417: Maintenance Contract w/Pacific Microrem, Inc. for X-Ray & Metal Detector Machines

- 2013-418: Request for Legal Representation for A Miller Pursuant to Benton County Code 5.12.040
- 2013-419: Settlement Agreement Between Benton & Franklin Counties Juvenile Dept and L Brown
- 2013-420: Order & Agreement for NonExclusive Franchise for Desert Winds Wireless Inc.
- 2013-421: Bid Authorization for Purchase of Truck Cab, Chassis & Water Tank System
- 2013-422: Payment Authorization to Cascade Natural Gas Corporation for Piert Road Extension Project
- 2013-423: Sellards Road Local Agency Federal Aid Project Prospectus Funding
- 2013-424: Supply Contract w/A&B Asphalt, Inc for Surfacing Materials
- 2013-425: Supply Contract w/Inland Asphalt Company for Surfacing Materials
- 2013-426: Contract w/Frontier Title & Escrow Company for Title Reports Preparation
- 2013-427: Line Item Transfer, Fund No. 0000-101, Dept. 108
- 2013-428: Budget Adjustment (Supplement) 2013-2014 County Road Improvement District No. 21 Construction Fund - \$1,700,000

There being no further business before the Board, the meeting adjourned at approximately 10:12 a.m.

Clerk of the Board

Chairman