

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, August 30, 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; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; GIS Manager Mary Phillips; DPA Steve Hallstrom; Michelle Cooke, Planning; Bryan Thorp, Road Department.

Approval of Minutes

The Minutes of August 23, 2016 were approved.

Review Agenda

Two executive sessions were added to the agenda.

Consent Agenda

MOTION: Commissioner Delvin moved to approve the consent agenda items “a” through “m”. Commissioner Beaver seconded and upon vote, the Board approved the following:

Auditor

- a. Management Letter to State Auditor

Facilities

- b. Line Item Transfer, Fund No. 0000-101, Dept. 110
- c. Line Item Transfer, Fund No. 0000-101, Dept. 110 to Dept. 126

Human Services

- d. Amended Agreement #2 w/Domestic Violence Services for Emergency Solutions Grant

Information Technologies

- e. Purchase of Storage Area Network Units for Data Centers from Thornburg Computer Services

Juvenile

- f. Line Item Transfer, Fund No. 0115-101, Dept. 173

Office of Public Defense

- g. Public Defense Services Agreement w/M Trombley for Juvenile Court

Parks

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

Personnel

- i. Establishing an Engineering Technician I Classification Description & Salary Grade

Public Works

- j. Award of Kennewick Annex Parking Lot Grading to D & D Tri-Rivers Excavating, Inc.
- k. Purchase of 60 Tons of HF-150 Oil from Idaho Asphalt Supply, Inc.
- l. Updated Road Department Organization Chart
- m. Purchase of Hazardous Waste Disposal Services From Clean Harbors Environmental Services

Copier Lease Agreement – Clerk’s Office

Clerk Josie Delvin presented a copier lease agreement with Ricoh for the Board’s approval. She indicated the PA had declined to approve as to form and Reid Hay sent a letter explaining why.

MOTION: Commissioner Delvin moved to approve the copier agreement for the Clerk’s office with Ricoh as presented. Commissioner Beaver seconded and upon vote, the motion carried.

PEDA Update

Deb Heintz, Prosser Mayor Randy Taylor, and Port of Benton Commissioner Jane Hagarty updated the Board on PEDA. Ms. Hagarty said that PEDA had partnerships with the City, County and the Port and the Port used them very heavily in marketing for the Vintner’s Village in Prosser.

Ms. Heintz discussed the 10-year work plan 2015-2025 and its strategic concepts including: residential properties and increased availability of land and infrastructure, transportation, business retention and recruitment, and training opportunities to strengthen economic development.

Mayor Taylor said that PEDA was listening to the voice of the people and that Prosser now had a Shopko for local residents. The residents were asking for better opportunities in a grocery store and so they would be using that information to improve the local grocery store or use it as a marketing tool. They wanted to keep the customers in Prosser instead of traveling to Yakima County for their grocery needs.

Ms. Heintz said that Prosser had \$24 million in new construction this year and retail sales tax had a 515% increase. She said they were asking the County to increase its funding contribution from \$10,000 to \$30,000 per year, the same contribution as the City of Prosser and Port of Benton.

Chairman Small said he was in favor of looking at the request in the budget to see if could be done. Commissioner Delvin said he talked with Mr. Sparks about it and understood that when the County was having financial problems these amounts were reduced. He said he was willing to have them

review the request and the contract to see what they could do and would be supportive of some type of increase.

Commissioner Beaver said there were a lot of requests out there and would have to see where this fit in the whole budget.

Commissioner Delvin said he would defer to David Sparks and Loretta Smith Kelty to see the deliverables in the contract to justify the increase.

Planning Department Update

Mike Shuttleworth and Michelle Cooke gave a Powerpoint presentation and discussed the following:

- Permit Activities
- 2016 Planning Department Projects
 - Comprehensive Plan Update – Open Houses
 - County Wide Planning Policies Process
 - UGA Updates – Part of 2017 Update
 - Voluntary Stewardship Program
 - Permit Application and Process Review

Six-Year Road Prospectus

Matt Rasmussen, along with Bryan Thorp, said the Road Department submitted to CRAB a preliminary prospectus for four road projects. After final ratings and budget limits imposed by CRAB, two projects (Bert James Road and Hanks Road) fit the submittal requirement, however, only one could be approved. The County Engineer recommended the Board select Hanks Road as the preferred project and approve the resolution as presented.

Commissioner Delvin asked if they had talked to the landowners and Mr. Rasmussen said not yet, but they would talk to them about the project and how to proceed with the least amount of impact.

MOTION: Commissioner Delvin moved to approve the Resolution authorizing the County Engineer to sign the Final Prospectus for Rata funds through the CRAB for the Hanks Road Project from Crosby Road one half mile East of McDonald Road. Commissioner Beaver seconded and upon vote, the motion carried.

Other Business

Yakima Basin Water Group

Commissioner Delvin said he attended a meeting in Yakima last week for the subcommittee for the economics portion of the water plan and they wanted to hire an economist to do a study on the basin. He said that three bids were submitted and they were proposing \$10,000 each from Kittitas,

Yakima, and Benton Counties, and \$10,000 each from the irrigators and private business. Mr. Sparks said he believed this type of commitment was doable since it encompassed the entire basin.

Flip Flop Fridays

Commissioner Delvin said that Columbia Industries sold its large grill that Benton County used for the Kennewick Flip Flop Friday and he needed to look into getting a large grill. Mr. Rasmussen indicated he would check with Pasco Rentals.

Lobbyist for Benton County

Commissioner Delvin said he wanted to put on the agenda a discussion about hiring a lobbyist to look after issues for them. He said he would send out an email to other elected officials and managers to see if they had issues for the legislative agenda and whether they needed to hire someone or not.

Discussions on “Other Business”

Commissioner Delvin suggested the Board members and other elected officials discuss big issues with David and Loretta prior to bringing up during “Other Business” so there was an opportunity to have these discussions on the agenda and other elected officials could attend as well. He said he was just looking at improving the communication. The Board agreed.

Mr. Sparks said that PEDAs made its request, but there were other requests to look at and they needed time to review these requests to they could make educated decisions.

BCES

Chairman Small said he attended another BCES meeting last Thursday with Ms. Smith Kelty. Three main things were discussed: \$1/2 million for Franklin County and Pasco would reflect a membership and not a buy-in; they would be responsible to help pay for upgrades and any budget increases (and if they could not do that, they would only be subscribers); they would be drafting an MOU for signature. He said he believed the concerns they talked about were being addressed.

The Board briefly recessed, reconvening at 9:59 a.m.

Executive Session – Labor and Personnel Issues

The Board went into executive session with DPA Steve Hallstrom and DBA Ryan Brown at 9:59 a.m. for approximately 15 minutes to discuss labor and personnel issues. Also present were Loretta Smith Kelty, David Sparks, and Cami McKenzie. The Board came out at 10:13 a.m. No decisions were made in executive session.

Vouchers

Check Date: 08/26/2016

Transfers #: 08261601-08261611

Total all funds: \$669,056.60

Warrant #: 144650-144766

Total all funds: \$406,538.40

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

Resolutions

- 2016-642: Line Item Transfer, Fund No. 0000-101, Dept. 110
- 2016-643: Line Item Transfer, Fund No. 0000-101, Dept. 110 to Dept. 126
- 2016-644: Amended Agreement #2 w/Domestic Violence Services for Emergency Solutions Grant
- 2016-645: Purchase of Storage Area Network Units for Data Centers from Thornburg Computer Services
- 2016-646: Line Item Transfer, Fund No. 0115-101, Dept. 173
- 2016-647: Public Defense Services Agreement w/M Trombley for Juvenile Court
- 2016-648: Line Item Transfer, Fund No. 0000-101, Dept. 126
- 2016-649: Establishing an Engineering Technician I Classification Description & Salary Grade
- 2016-650: Award of Kennewick Annex Parking Lot Grading to D & D Tri-Rivers Excavating, Inc.
- 2016-651: Purchase of 60 Tons of HF-150 Oil from Idaho Asphalt Supply, Inc.
- 2016-652: Updated Road Department Organization Chart
- 2016-653: Purchase of Hazardous Waste Disposal Services From Clean Harbors Environmental Services
- 2016-654: Contract with Ricoh for lease of a copier for the Clerk's – Juvenile Office
- 2016-655: Authorizing the Final Prosectus for Rata Funds for the Hanks Road Project

There being no further business before the Board, the meeting adjourned at approximately 10:13 a.m.

Clerk of the Board

Chairman