

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, November 19, 2013, 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; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Public Works Manager Steve Becken; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Jacki Lahtinen, District Court; Clerk Josie Delvin; Auditor Brenda Chilton; Bob Woody, IT; Michelle Simpson, Treasurer's Office; Aileen Coverdell, Auditor's Office; DPA Reid Hay and DPA Steve Hallstrom.

Approval of Minutes

The Minutes of November 5, 2013 were approved.

Commissioner Beaver requested item "b" (Copier contract for Board of Equalization) be pulled from the consent agenda and to add an executive session to discuss pending litigation.

Consent Agenda

MOTION: Commissioner Beaver moved to approve the consent agenda items "a" through "w", pulling "b" (Copier Contract for Board of Equalization). Commissioner Delvin seconded and upon vote, the Board approved the following:

Auditor's Office

- a. Surplus of Property

District Court

- c. Line Item Transfer, Fund No. 0000-101, Dept. 111
- d. Copier Lease Agreement w/Xerox Corporation for District Court Probation.

Facilities

- e. Contract w/Ted Brown Music Company Inc. for Courtroom Sound System Upgrades
- f. Line Item Transfer, Fund No. 0000-101, Dept. 110
- g. Contract w/ABM Janitorial Services for Carpet Installation

- h. Selecting Latta Tech Advanced Security Engineering for Security Consultant Services
- i. Contract w/Pipe of Washington Inc. for Fairgrounds Restroom Building
- j. Lowest Responsible Bidder Notification to Booth & Sons Construction Inc for Courthouse Shuffle

Fairgrounds

- k. Contract w/Pacific Fire Inspection Services for Inspection of Fire Suppression Systems

Human Services

- l. Appointment of J Stark As County-Designated Mental Health Professional

Juvenile

- m. Line Item Transfer, Fund No. 0115-101, Dept. 171
- n. Line Item Transfer, Fund No. 0115-101, Dept. 174

Office of Public Defense

- o. Amended Caseload Superior Court Public Defense Contract w/R Swinburnson
- p. Amended Caseload Superior Court Public Defense Contract w/C Harkins

Parks

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

Prosecuting Attorney

- r. Agreement w/Deputy Sheriff's Guild, Representing Sheriff's Department Deputies

Sheriff

- s. Amended Agreement w/Blumenthal Uniforms and Equipment Co, Inc for Uniforms
- t. Line Item Transfer, Fund No. 0000-101, Dept. 118
- u. Line Item Transfer, Fund No. 0000-101, Dept. 120
- v. Line Item Transfer, Fund No. 0126-101, Dept. 000

Superior Court

- w. Interpreter Reimbursement Agreement w/Administrative Office of Courts

Public Hearing -Certifying Benton County Taxes

Keith Mercer provided the proposed resolutions certifying the tax levy for Current Expense and County Road as well as certifying the budgeted taxes for collection. He said he prepared the current expense levy resolution to avoid any material increases or decreases to the previous year's levy rate and there was no change to County Road. The resolution certifying the budgeted taxes combined the two.

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

MOTION: Commissioner Beaver moved to approve the Resolution Certifying the Current Expense Levy for 2014 Collection. Commissioner Delvin seconded and upon vote, the motion carried.

MOTION: Commissioner Beaver moved to approve the Resolution Certifying the County Road Levy for 2014 Collection. Commissioner Delvin seconded and upon vote, the motion carried.

MOTION: Commissioner Beaver moved to approve the Resolution Certifying Budgeted Taxes for Collection in the Year 2014 for Benton County. Commissioner Delvin seconded and upon vote, the motion carried.

Public Hearing – Re-Adoption of 2013-2014 Budget

Mr. Mercer provided the resolution for re-adoption of the 2013-2014 Benton County Budget. He said the County Road program had CRAB funding that required the road program be adopted each year to be eligible for funding and the One-Year Road Program was adopted November 5, 2013.

Additionally, there were not any changes to the budget except a budget adjustment in the amount of \$1,700,000 to the 2013 – 2014 County Road Improvement District No. 21 approved on June 4, 2013 and a supplemental appropriation in the amount of \$248,427 to the 2013 – 2014 Current Expense Fund's biennium budget approved on October 1, 2013 for a DUII Grant and Registered Sex Offender Grants.

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

MOTION: Commissioner Beaver moved to approve the resolution Re-adopting the 2013-2014 Benton County Budget as presented. Commissioner Delvin seconded and upon vote, the motion carried.

Aging & Long Term Care Board Appointment Discussion

Lori Brown presented the Board with three appointments to the Aging & Long Term Care Board to fill vacated positions.

MOTION: Commissioner Beaver moved to appoint Michelle Hoffman, Position #2, Steven Zielinski, Position #3, and Jane Wierenga, Position #4 to the Benton County Advisory Council for the Office of Aging & Long Term Care. Commissioner Delvin seconded and upon vote, the motion carried.

Jerome Delvin commented that the proposed draft interlocal was still out for review by the counties to form the new council of government for Aging & Long Term Care.

Benton City Economic Development Council (BCEDC) Update

Bea Baker updated the Board on BCEDC and briefly discussed the following:

- Working with prospective businesses to open on the I-82 and downtown corridor
- Working with consultant to facilitate a vision plan for future for the community
- Working with students at EWU to create a design for downtown area; looking at grants to complete this project
- Benton City Beautification Committee was formed; they completed painting and cleanup downtown and on the rodeo grounds with 300 volunteers
- Hiring a web designer and information manager to assist with their web page
- Two new businesses in Benton City (Ripped Sheets and Quail Crossing)

Willamette Heights - CRID Discussion

Steve Becken said they contacted landowners in the area as directed and sent out two proposed alignments for review. Additionally, other proposed alignments came from the landowners and all were reviewed and voted on. Mr. Becken reviewed the different alignments as outlined in his letter to the Board dated November 12, 2013. He said it was their recommendation the Board select either the Single-Loop Route (most popular) or Kiger Street route (from economics would be preferred) but they would do either. He said it was important to note that after selection they would still be waiting to see if 38th would be constructed before moving forward. He said they wanted to know there was construction funding (otherwise they would be accessing private road easements to get to county roads) and they would be competing against other agencies for the money.

Commissioner Beaver said he felt they had a good chance at getting that money and wanted to keep the process moving forward.

Chairman Small said he agreed he wanted to make sure the funding for 38th was there before moving forward with a CRID, however, he wanted to keep moving forward.

Commissioner Delvin asked if there was anything the County could do to start the process or put together a plan for the CRID if they got the design money. Mr. Becken said anything they did would cost the County money. Mr. Sparks recommended they work with DPA Reid Hay on administrative items or things they could do in case they received the money and put together a timeline.

MOTION: Commissioner Delvin moved the Board of County Commissioners proceed with the Single-Loop Route (as it was the one with the most votes) as the Commissioner formed CRID. Commissioner Beaver seconded and upon vote, the motion carried.

The Board discussed when the issue should come back to the Board for review. Mr. Sparks said they would meet with the Prosecutor and come back in January with an update.

Historical Rehabilitation Grant

Loretta Smith Kelty said she contracted with an architect on this project and was ready to proceed with submission of the historical rehabilitation grant application.

MOTION: Commissioner Beaver moved to approve the submission of the 2013-2015 Washington State Department of Archaeology and Historic Preservation Historical County Courthouse Rehabilitation Grant Application. Commissioner Delvin seconded and upon vote, the motion carried.

Other Business

Aging & Long Term Care Discussion

DPA Ryan Brown said he was reviewing the draft interlocal and Yakima County was seeking comments from other counties and wanted a response by November 29. The Board discussed Mr. Brown's memo and asked if the Board needed anything else.

Commissioner Delvin said he wanted to provide comments and also let Yakima County know they might be delayed due to the holiday.

Chairman Small said he felt the original process was working well and did not want to change and form a new Council of Governments. Mr. Brown said he needed to know the Board comments; he had concerns about the financial requirements and liability related to this group since there would be 100 employees. Commissioner Delvin said he felt there was an oversight issue and thought the governing body should meet more than four times per year.

The Board discussed the accountability issue as well as liability distribution and the possibility of forming a non-profit organization to run this program. Mr. Brown said he had a problem with the fact that they didn't want to form a separate entity, but they were treating it like it would be a separate entity. The Board agreed to have Mr. Brown call the attorney that drafted the agreement and meet again December 3 to discuss the issue.

The Board briefly recessed, reconvening at 9:53 a.m.

Executive Session – Union Discussion

The Board went into executive session at 9:53 a.m. with DPA Steve Hallstrom for approximately 15 minutes to discuss a grievance with the road union involving interpretation and the County's response. Also present were David Sparks, Cami McKenzie, Steve Becken, Ryan Brown, Reid Hay, Loretta Smith Kelty, and Melina Wenner. The Board came out at 10:02 a.m. Mr. Hallstrom said the Board discussed the grievance but took no action.

MOTION: Commissioner Delvin moved to authorize sending the proposed letter with the amendments to Teamsters Local 839 to be signed by the Board. Commissioner Beaver seconded and upon vote, the motion carried.

Executive Session – Pending Litigation

The Board went into executive session at 10:04 a.m. with DPA Reid Hay for an executive session to discuss pending litigation for approximately 10 minutes. Also present were David Sparks, Cami McKenzie, Steve Becken, Ryan Brown, Reid Hay, Loretta Smith Kelty, and Melina Wenner. The Board came out of executive session at 10:09 a.m. Mr. Hay said the Board discussed pending litigation and took no action.

Vouchers

Check Date: 11/05/2013
Payroll Checks
Warrant #: 236394-236493
Direct Deposit #: 88743-89344
Total all funds: \$2,057,056.96

Check Date: 11/05/2013
Payroll Checks
Warrant #: 236494
Total all funds: \$7,888.11

Check Date: 11/05/2013
Payroll Deductions
Warrant #: 90903-90922
Taxes #: 10113111-10113122
Total all funds: \$2,080,502.55

Check Date: 11/08/2013
Warrant #: 90949-91003
Total all funds: \$925.03

Check Date: 11/08/2013
Warrant #: 91004-91083
Total all funds: \$214,396.96

Check Date: 11/08/2013
Procurement Cards #: 1113
Total all funds: \$143,458.53

Check Date: 11/15/2013
Warrant #: 91282-91461
Total all funds: \$1,140,832.59

Check Date: 11/15/2013
Transfers #: 111501-111506
Total all funds: \$108,032.75

Check Date: 11/15/2013
Payroll Draw Checks
Warrant #: 236495-236512
Direct Deposit #: 89348-89545
Total all funds: \$107,603.06

Check Date: 11/15/2013
Payroll Draw Deductions
Taxes #: 10113123
Total all funds: \$35,013.27

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

Resolutions

- 2013-799: Surplus of Property
- 2013-800: Line Item Transfer, Fund No. 0000-101, Dept. 111
- 2013-801: Copier Lease Agreement w/Xerox Corporation for District Court Probation
- 2013-802: Contract w/Ted Brown Music Company Inc. for Courtroom Sound System Upgrades
- 2013-803: Line Item Transfer, Fund No. 0000-101, Dept. 110
- 2013-804: Contract w/ABM Janitorial Services for Carpet Installation
- 2013-805: Selecting Latta Tech Advanced Security Engineering for Security Consultant Services
- 2013-806: Contract w/Pipe of Washington Inc. for Fairgrounds Restroom Building
- 2013-807: Lowest Responsible Bidder Notification to Booth & Sons Construction Inc for Courthouse Shuffle
- 2013-808: Contract w/Pacific Fire Inspection Services for Inspection of Fire Suppression Systems
- 2013-809: Appointment of J Stark As County-Designated Mental Health Professional
- 2013-810: Line Item Transfer, Fund No. 0115-101, Dept. 171
- 2013-811: Line Item Transfer, Fund No. 0115-101, Dept. 174
- 2013-812: Amended Caseload Superior Court Public Defense Contract w/R Swinburnson
- 2013-813: Amended Caseload Superior Court Public Defense Contract w/C Harkins
- 2013-814: Line Item Transfer, Fund No. 0000-101, Dept. 126
- 2013-815: Agreement w/Deputy Sheriff's Guild, Representing Sheriff's Department Deputies
- 2013-816: Amended Agreement w/Blumenthal Uniforms and Equipment Co, Inc for Uniforms
- 2013-817: Line Item Transfer, Fund No. 0000-101, Dept. 118
- 2013-818: Line Item Transfer, Fund No. 0000-101, Dept. 120
- 2013-819: Line Item Transfer, Fund No. 0126-101, Dept. 000
- 2013-820: Interpreter Reimbursement Agreement w/Administrative Office of Courts
- 2013-821: Certifying the Current Expense Levy for 2014 Collection
- 2013-822: Certifying the County Road Levy for 2014 Collection
- 2013-823: Certifying Budgeted Taxes for Collection in the Year 2014 for Benton County
- 2013-824: Re-Adopting the 2013-2014 Benton County Budget
- 2013-825: Authorizing Submission of 2013-2015 WA State Dept. of Archaeology and Historic Preservation Historical County Courthouse Rehabilitation Grant Application
- 2013-826: Appointment of Michelle Hoffman – Advisory Council for Aging & Long-Term Care

2013-827: Appointment of Steven R. Zielinski – Advisory Council for Aging & Long-Term Care

2013-828: Appointment of Jane Wierenga – Advisory Council for Aging & Long-Term Care

There being no further business before the Board, the meeting adjourned at approximately 10:09 a.m.

Clerk of the Board

Chairman