

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, August 26, 2014, 9:00 a.m.  
Commissioners' Conference Room  
Benton County Courthouse, Prosser, WA

**Present:** Chairman James Beaver  
Commissioner Shon Small  
County Administrator David Sparks  
Clerk of the Board Cami McKenzie

**Absent:** Commissioner Jerome Delvin (Vacation)

**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; GIS Manager Mary Phillips; Marty Groom and Dan Mack, Public Works; Marianne Ophardt, WSU Director; Eric Hsu, OPD Manager; RJ Lott, Planning.

#### Approval of Minutes

The Minutes of August 19, 2014 were approved.

#### Consent Agenda

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

#### Facilities

- a. Janitorial Bid Award to National Maintenance Contractors, LLC

#### Human Services

- b. Emergency Solutions Amended Grant Agreement w/WA St Dept of Commerce, Community Services and Housing Division, Housing Assistance Unit
- c. Amended Agreement w/First Steps Community Counseling Services for Substance Abuse Treatment
- d. Amended Agreement w/Educational Service District 123 for Substance Abuse Treatment

#### Personnel

- e. Contract w/Lourdes Occupational Health for Annual Audiogram Testing
- f. Line Item Transfer, Fund No. 0503-101, Dept. 000

#### Public Works

- g. Amended Policy & Procedures for Equipment Rental & Revolving Fund

- h. Traffic Control on Ridge @ Reata West Phase 1
- i. Payment Authorization to Wondrack Distributing, Inc for Gasoline & Diesel Fuel
- j. Final Prospectus for Rural Arterial Program for Bert James Road / Sellards Road
- k. Bid Authorization for Kennewick Maintenance Shop Facility
- l. Contract w/Stripe Rite, Inc. for Pavement Marking

**Sheriff**

- m. Authorization to Pay for Lunch at Patrol Lieutenant Oral Boards
- n. Contract w/Tactical Avenues, LLC for Swat Training
- o. Memorandum of Understanding w/Lourdes Counseling Center
- p. Line Item Transfer, Fund No. 0000-101, Dept. 119
- q. Line Item Transfer, Fund No. 0000-101, Dept. 120
- r. Line Item Transfer, Fund No. 0000-101, Dept. 121

**Public Hearing - SPV 2014-007**

RJ Lott said the Planning Department received a request for the vacation of the 30-foot access easement in the southern portion of Lot 2 on Plat 1979. He said it was at the end of a private road easement and co-located with a utility easement they did not wish to vacate. All property owners within 300 feet and concerned agencies were notified and no adverse comments were received. He said that based upon the information received, the Planning Department recommended approval of the vacation of the access easement as presented.

**Public Testimony**

Tom Reagan, South Goose Gap Road, stated the reason the utility easement existed was to allow the Association access to the irrigation pump and their concern was accessing the pump when needed. He indicated the Association had no problem with the homeowner using his land as long as they could get permission from KID to use the road and have access to the pump.

RJ Lott said there was an irrigation easement not just granted to KID but granted for any utility reason. He said it was not the homeowner's intent to close that off; they were only vacating an access easement that did not go anywhere. Mr. Reagan seemed satisfied with that information.

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

**MOTION:** Commissioner Small moved to approve the vacation of the 30-foot access easement located over the South 30 feet on Lot 2 of Short Plat 1979, in the records of Benton County. Chairman Beaver seconded and upon vote, the motion carried.

**WSU Livestock Research and Extension Update**

Don Llewellyn, WSU regional livestock specialist updated the Board on the following:

- WSU Extension Expectations
- Extension Program Planning
- Extension Program Delivery & Evaluation

- Grants – totaling \$122,830

**2014 Mid-Year Report – Office of Public Defense**

Eric Hsu briefly updated the Board on the Office of Public Defense and discussed the following:

- District Court & Superior Court Operations including
  - Filings year to date
  - Appointments year to date
  - Trials held
  - Percentage of cases appointed to counsel
  - Case appointments
  - Financials
  - Caseload trends
  - Pending & Recent Homicide cases
  - Performance & Financial Metrics
- Legal
  - Caseload standards
- Technology Update
  - Sharepoint & Training Videos

**Vouchers**

**Check Date: 08/22/2014**

Transfers #: 082201-082208  
 Total all funds: \$346,439.68

Warrant #: 107436-107569  
 Total all funds: \$231,329.78

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

**Resolutions**

- 2014-629: Janitorial Bid Award to National Maintenance Contractors, LLC
- 2014-630: Emergency Solutions Amended Grant Agreement w/WA St Dept of Commerce, Community Services and Housing Division, Housing Assistance Unit
- 2014-631: Amended Agreement w/First Steps Community Counseling Services for Substance Abuse Treatment
- 2014-632: Amended Agreement w/Educational Service District 123 for Substance Abuse Treatment
- 2014-633: Contract w/Lourdes Occupational Health for Annual Audiogram Testing
- 2014-634: Line Item Transfer, Fund No. 0503-101, Dept. 000
- 2014-635: Amended Policy & Procedures for Equipment Rental & Revolving Fund
- 2014-636: Traffic Control on Ridge @ Reata West Phase 1

- 2014-637: Payment Authorization to Wondrack Distributing, Inc for Gasoline & Diesel Fuel
- 2014-638: Final Prospectus for Rural Arterial Program for Bert James Road / Sellards Road
- 2014-639: Bid Authorization for Kennewick Maintenance Shop Facility
- 2014-640: Contract w/Stripe Rite, Inc. for Pavement Marking
- 2014-641: Authorization to Pay for Lunch at Patrol Lieutenant Oral Boards
- 2014-642: Contract w/Tactical Avenues, LLC for Swat Training
- 2014-643: Memorandum of Understanding w/Lourdes Counseling Center
- 2014-644: Line Item Transfer, Fund No. 0000-101, Dept. 119
- 2014-645: Line Item Transfer, Fund No. 0000-101, Dept. 120
- 2014-646: Line Item Transfer, Fund No. 0000-101, Dept. 121
- 2014-647: Vacation of Access Easement – SPV14-007

There being no further business before the Board, the meeting adjourned at approximately 9:30 a.m.

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Clerk of the Board

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Chairman