

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, March 1, 2016, 9:00 a.m.  
Commissioners' Conference Room  
Benton County Courthouse, Prosser, WA

**Present:** Chairman Shon Small  
Commissioner James Beaver  
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; County Engineer Matt Rasmussen; Assistant County Engineer Robert Blain; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Auditor Brenda Chilton; District Court Administrator Jacki Lahtinen; Elaine Osborne, Chief Deputy Clerk; Taylor Ranger, Auditor's Office; GIS Manager Mary Phillips; Assessor Bill Spencer; Treasurer Duane Davidson.

#### Approval of Minutes

The Minutes of February 23, 2016 were approved.

#### Review Agenda

Request to pull item "c" and add "l" (previously under Scheduled Business).

#### Consent Agenda

**MOTION:** Commissioner Beaver moved to approve the consent agenda items "a" through "k", pulling "c" (Juvenile Line Item Transfer) and adding "l" (Juvenile Agreement with NCourt). Commissioner Small seconded and upon vote, the Board approved the following:

#### Commissioners

- a. Adopting Portable Electronic Communication Device Usage Policy; Rescinding Resolution 11-822

#### Facilities

- b. Release of Retained Funds Held in Escrow to G2 Commercial Construction, Inc.

#### Juvenile

- d. Contract w/Tri-Cities Chaplaincy for Training Services on the Step-Up Model

**Prosecuting Attorney**

- e. Contract w/J Cluck for Transcription Services

**Public Safety**

- f. Expenditure Coding Corrections & Line Item Transfer, Fund No. 0000-101, Dept. 123

**Public Works**

- g. Purchase of Etnyre 2000 Gallon Oil Distributor From Pacwest Machinery
- h. Project Agreement w/Sunnyside Valley Irrigation District for Culvert Replacement
- i. Authorization to Proceed to Bid for Purchase of Refined Petroleum Products
- j. Payment Approval of Four Sierra Electric Invoices
- k. Award of Bituminous Surface Treatment to Central Washington Asphalt, Inc.

**Juvenile**

- l. Agreement w/NCourt for On-Line Payments

**Scheduled Business**

**Approval of Veterans Assistance Fund Waiver Request**

Kyle Sullivan requested the Board approve a waiver request for the income limit for Mr. Mikkelsen so he could obtain services. Mr. Sullivan said he was only \$21.00 above the limit and the 2015 income limits had not yet been revised for inflation in 2016.

**MOTION:** Commissioner Beaver moved to approve the waiver request for Reddley Mikkelsen and authorize the Chair to sign. Chairman Small seconded and upon vote, the motion carried.

**Other Business**

Chairman Small reported on the bi-county meeting and said it was positive and they were heading in the right direction regarding mental health services.

**Vouchers**

**Check Date: 02/26/2016**

Warrant #: 135368-135580

Total all funds: \$7,113.00

Transfers #: 2261601-2261612

Total all funds: \$981,542.17

Warrant #: 135581-135700

Total all funds: \$656,627.02

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

**Resolutions**

- 2016-162: Adopting Portable Electronic Communication Device Usage Policy; Rescinding Resolution 11-822
- 2016-163: Release of Retained Funds Held in Escrow to G2 Commercial Construction, Inc.
- 2016-164: Contract w/Tri-Cities Chaplaincy for Training Services on the Step-Up Model
- 2016-165: Contract w/J Cluck for Transcription Services
- 2016-166: Expenditure Coding Corrections & Line Item Transfer, Fund No. 0000-101, Dept. 123
- 2016-167: Purchase of Etnyre 2000 Gallon Oil Distributor From Pacwest Machinery
- 2016-168: Project Agreement w/Sunnyside Valley Irrigation District for Culvert Replacement
- 2016-169: Authorization to Proceed to Bid for Purchase of Refined Petroleum Products
- 2016-170: Payment Approval of Four Sierra Electric Invoices
- 2016-171: Award of Bituminous Surface Treatment to Central Washington Asphalt, Inc.
- 2016-172: Agreement w/NCourt for On-Line Payments

There being no further business before the Board, the meeting adjourned at approximately 9:03 a.m.

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Clerk of the Board

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Chairman