

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, August 18, 2015, 9:00 a.m.  
Commissioners' Conference Room  
Benton County Courthouse, Prosser, WA

**Present:** Chairman Jerome Delvin  
Commissioner Shon Small  
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; 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; Paul Schut, Financial Analyst; John Donley, Fairgrounds; Taylor Ranger, Auditor's Office; Erhiza Rivera, Treasurer's Office.

#### Approval of Minutes

The Minutes of August 11, 2015 were approved.

#### Consent Agenda

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

#### Commissioners

- a. Establishing A Public Services Administrator Classification Description
- b. Setting Salaries for the Deputy Administrator & Public Services Administrator

#### Fairgrounds

- c. Amended Contract w/Sierra Electric, Inc. for Electrical Repairs & Services; Amending Resolution 2014-298

#### Human Services

- d. Amended Agreement w/Goodwill Industries of the Columbia, Inc. for Developmental Disabilities Services

#### Juvenile

- e. Line Item Transfer, Fund No. 0115-101, Dept. 171
- f. Line Item Transfer, Fund No. 0115-101, Dept. 173
- g. Contract w/Pasco School District for Truancy Services

### **Personnel**

- h. Establishing a Public Records Officer/Civil Paralegal Classification Description & Salary Grade
- i. Line Item Transfer, Fund No. 0504-101, Dept. 000

### **Public Works**

- j. Amended Contract w/Central Washington Asphalt, Inc. for Surfacing Materials

### **Sheriff**

- k. Purchase Authorization of Four Vehicles from Columbia Ford Nissan

### **Creation Fest Update**

Paul Schut and John Donley gave a Powerpoint presentation and updated the Board regarding Creation Fest as follows:

- This was the 2<sup>nd</sup> annual Creation Fest event at the Fairgrounds
- Very large event and real family oriented
- Attendance – Friday night was a record overall for Creation nationwide (numbers not in yet) with lots of out of town guests
- Last year they received up to 50 noise complaints; this year only 12 complaints were received (9 unique) – used new noise scale for bass which lowered the noise complaints
- They offered tickets to the neighbors to try to work with them
- Fairgrounds were in good condition; almost looked as if they weren't there except for the grass being trampled

### **Contract Change Order w/Fowler General Construction for Public Works Kennewick Maintenance Facility**

Dan Ford and Georgia Larsen with Stantec Architecture presented change order number six to complete the electrical modifications associated with previously approved changes. They said it was merely to bring in the electrician to complete the work.

Ms. Larsen said the drywall was almost up and they would complete the finishing touches and be able to start moving in approximately a month.

**MOTION:** Commissioner Small moved to approve the Contract Change Order No. 6 with Fowler General Construction for the Public Works Kennewick Maintenance Facility. Commissioner Beaver seconded and upon vote, the motion carried.

### **Other Business**

#### **Budget Award Presentation**

Paul Schut presented the 10<sup>th</sup> consecutive budget award to Benton County. He mentioned it was a national award with national guidelines.

### Interlocal Agreement

Dan Ford said they had been working on an interlocal agreement with Yakima County to exchange equipment, specifically a mower. He presented the interlocal and said it was approved as to form by the PA.

**MOTION:** Commissioner Small moved to approve the Interlocal Agreement with Yakima County as presented. Commissioner Beaver seconded and upon vote, the motion carried.

### Columbia River Group

Chairman Delvin said his Columbia River group would be meeting in British Columbia with the Canadians in September and it would involve the cost of a hotel and travel and he would like to attend. The Board agreed.

### Animal Tethering

Chairman Delvin discussed a request from someone for Benton County to adopt an ordinance regarding animal tethering. He said he wanted to wait until state law passed and was not interested in passing an ordinance at this time. The Board agreed it would wait until state guidelines were established.

### **Claim for Damages**

CC 2015-09: Received on August 17, 2015 from Jerome Calvey

### **Vouchers**

Check Date: 08/10/2015  
Procurement Cards #0815  
Total all funds: \$275,492.56

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

### **Resolutions**

2015-575: Establishing A Public Services Administrator Classification Description  
2015-576: Setting Salaries for the Deputy Administrator & Public Services Administrator  
2015-577: Amended Contract w/Sierra Electric, Inc. for Electrical Repairs & Services;  
Amending Resolution 2014-298  
2015-578: Amended Agreement w/Goodwill Industries of the Columbia, Inc. for  
Developmental Disabilities Services  
2015-579: Line Item Transfer, Fund No. 0115-101, Dept. 171  
2015-580: Line Item Transfer, Fund No. 0115-101, Dept. 173  
2015-581: Contract w/Pasco School District for Truancy Services

- 2015-582: Establishing a Public Records Officer/Civil Paralegal Classification Description & Salary Grade
- 2015-583: Line Item Transfer, Fund No. 0504-101, Dept. 000
- 2015-584: Amended Contract w/Central Washington Asphalt, Inc. for Surfacing Materials
- 2015-585: Purchase Authorization of Four Vehicles from Columbia Ford Nissan
- 2015-586: Contract – Change Order No. 6 with Fowler General Construction
- 2015-587: Interlocal Agreement Between Benton County and Yakima County for Equipment and/or Services Through Public Works Dept.

There being no further business before the Board, the meeting adjourned at approximately 9:18 a.m.

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Clerk of the Board

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Chairman