

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, November 1, 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; DPA Ryan Brown; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Assessor Bill Spencer; Treasurer Duane Davidson; Superior Court Administrator Pat Austin; Superior Court Judge Robert Swisher, Juvenile Administrator Darryl Banks; Jennifer Bowe, Juvenile; Clark Posey, Planning; Vic Reeves, Noxious Weed; Facilities Manager Dan Waggoner; Linda Ivey, Sheriff's Office; Shyanne Faulconer, Community Programs/PR Coordinator; IT Manager Teri Holmes; Kyle Sullivan, Human Services Manager; Financial Analyst Paul Schut; Public Services Administrator Fred Bowen; Aileen Coverdell, Auditor's Office.

Approval of Minutes

The Minutes of October 25, 2016 were approved.

Consent Agenda

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

Clerk

- a. Agreement w/M Dolven for Family Law Facilitator Services

Commissioners

- b. Reappointment of S LePage to Mid-Columbia Libraries Board of Trustees

District Court

- c. Contract w/Washington Collectors for Collection Services

Facilities

- d. Payment Authorization to Kone, Inc for Elevator Services
- e. Contract w/Fire Systems West, Inc. for Fire Alarm Maintenance & Testing

Information Technology

- f. Purchase of Additional Workstations & Monitors from Dell Premier for Public Works

Parks

- g. Public Access Easement Near Candy Mountain

Personnel

- h. Salary Request Statement

Public Works

- i. Agreement w/Columbia Irrigation District for Purchase of Raw Material from Owens Quarry
- j. Line Item Transfer, Fund No. 0101-101, Dept. 500

Sheriff

- k. Line Item Transfer, Fund No. 0000-101, Dept. 120

Superior Court

- l. Agreement w/A Armijo for Interpreting Services
- m. Proclamation for National Adoption Day

Public Hearing – Capital Improvement Plan

Paul Schut presented the 2017-2022 Capital Improvement Plan for public hearing. He commented that the Rural Capital Fund (two road projects) and REET Fund (Fairgrounds Buildings 2 and 3) sections were added so they could go into the Comprehensive Plan for funding. Mr. Schut reviewed the requests and said there were \$20 million worth of projects in the plan; not approved to get done but determined as needed.

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

MOTION: Commissioner Delvin moved to approve and adopt the 2017-2022 Benton County Capital Improvement Plan as presented. Commissioner Beaver seconded and upon vote, the motion carried.

Tenant Improvements Project – Justice Center

Dan Waggoner said the construction plans for the remodel of six areas located at the Justice Center were complete and ready to go to bid and he was seeking permission to continue that process.

MOTION: Commissioner Beaver moved to approve the Public Services Administrator to proceed with the bidding process for the Justice Center Remodel Project. Commissioner Delvin seconded and upon vote, the motion carried.

Change Order #1 with MG Wagner – Roof Replacement Project

Dan Waggoner presented Change Order No. 1 for the roof replacement project as follows:

- \$19,202 credit – modify the underlayment materials on the roof of the original Courts and Jail buildings
- \$65,860 charge - Option of changing from a standard solvent based adhesive to a solvent-free adhesive. The purpose of this would be to reduce the odor and minimize the smell of glue inside the building, which would be a better option for employees and guests.

Chairman Small said he was disappointed it wasn't included in the beginning from the Contractor. There was a discussion regarding the estimate and final bid amount. Mr. Waggoner said the original construction estimate was \$4 million and the bid came in a \$1.9 million.

MOTION: Commissioner Beaver moved to approve Change Order No. 1 and authorize the Chairman to sign. Commissioner Delvin seconded and upon vote, the motion carried.

Preliminary Plat – SUB – 2016-005

Clark Posey presented the proposed preliminary plat of La Buena Vida Estates. He said the Planning Commission completed the open record hearing and recommended approval with conditions. He commented that one of the issues that had come up lately was water supply but this plat would be served by Oasis Water Corporation for water and by individual septic systems.

MOTION: Commissioner Delvin moved to adopt the Planning Commission's recommendation, Findings and Conclusions as their own and approve the preliminary plat of La Buena Vida Estates - SUB 2016-005 with conditions. Commissioner Beaver seconded and upon vote, the motion carried.

Contract for Consultation of the Behavioral Health System

Kyle Sullivan discussed the insurance issue regarding contracting with Leon Evans for consultation of the behavioral health system. He said Mr. Evans performed these consultations separate from his business and did not have the required professional liability insurance. He said he talked to Lexi Wingfield and asked Mr. Evans if he would be willing to purchase the insurance but he did not yet have an answer from him.

There was a discussion regarding contracting with Rick Weaver to assist with the consultation, finding out Franklin County's position on the contract/insurance issue, and use of mental health funds for the consultation.

Commissioner Beaver stated that Benton County had insurance requirements and if Mr. Evans could not meet those requirements, then it could not contract with him. Mr. Sullivan was instructed to meet with Franklin County and find out their position on the issue.

Noxious Weed Budget Assessment

Vic Reeves gave a Powerpoint presentation on Noxious Weed and discussed the following:

- Emphasis on education opportunities and doing things differently
- New website
- Community outreach
- Weed list mandated by the state
- Cooperative partners
- Working w/residents

Mr. Reeves said the weed board approved a resolution to send to the Commissioners asking for an increase in the assessment of \$1.00 per/parcel. He said the increase was needed so they could hire another field employee and continue to move forward and develop the program. He said the assessment had not increased in 20 years and Benton County had almost the lowest assessment (next to Walla Walla County) in his comparison of counties. He estimated that 60% of the parcels were residential city lots and admitted that service for the agricultural community was not where it should be but he only had one guy on the road and he was in the office doing the administrative duties. He said the proposed budget would include another employee (3 total). He said they had enough money to go two years but not beyond that and if the Board did not approve it he would have to come back again.

Commissioner Delvin asked about attendance at the public meeting and Mr. Reeves said that two people showed up, a county employee and a wheat grower and there were no adverse comments received. Commissioner Delvin said he understood the weed board was previously in disrepair and asked where that money was going. Mr. Sparks said they originally had a director and three staff members and then it was reduced and then found out they only had one functioning board member. He said they decided to make it a separate entity and the Conservation District board stepped up and took over and they were now on their own.

Chairman Small said it was a good presentation and it appeared to be a new program but he had spoken to several farmers about this and the majority had not ever seen anyone from the weed district. He said they were spending \$1/2 to \$10 million to eradicate their own weeds and he said he wanted him to hold tight and continue the program and start to sell the program.

Mr. Reeves said there was a real misconception that the weed board was there to spray weeds but it was their job to get people to take care of weeds on their property. He said he wanted to build the program so they were more visible but with one person out there it was difficult.

MOTION: Commissioner Delvin move to accept the resolution requesting \$1.00 per parcel assessment increase and approve the weed board's 2017-2018 budget as presented. The motion died for lack of a second.

Jail Contract with Cities Discussion

Ms. Smith Kelty said they had been reviewing and continuing the discussion regarding a new contract with the cities for use of the jail. Additionally, the Board received a letter from the cities asking for a response by November 1.

Ms. Smith Kelty presented a recommendation for the jail cost allocation using a five year rolling average. She said the goal was to stabilize the revenue and make this equitable since the cities had the ability to control the amount of prisoners.

They took the billable expenditures and broke them out according to the percentages; they would share revenue and billings based on percentages and it would change every year because it would be rolling. Mr. Sparks said it was set from July to June so everyone knew their budget and the

only unknown would be if the state and feds took out their prisoners. Additionally, the County budgeted \$1.2 million of the public safety tax for the jail so the cities would not be billed this portion and it would save the cities about \$300,000.

MOTION: Commissioner Delvin moved to approve the 2017-2018 Jail Cost Allocation proposal as presented by staff using the revenue sharing plus the five-year rolling average. Commissioner Beaver seconded.

Discussion

Commissioner Beaver asked about the prisoner bed day rate for DOC and Mr. Hatcher said they were working on that; he said that hopefully this would take the swing out for the cities and Benton County.

Chairman Small said the cities were getting a huge benefit from the County allocating public safety tax funds to the formula and the County continued to be a good partner. He requested a letter be drafted to respond to the cities.

Upon vote, the motion carried.

The Board agreed to have Mr. Sparks draft a letter to be signed by the Board at the next board meeting.

The Board briefly recessed, reconvening at 10:30 a.m.

2017-2018 Budget Discussion

Mr. Sparks said the budget discussion was scheduled every week until December 6 when they needed to advertise and he needed direction on the following issues:

- Shift costs in Current Expense budget to 3/10 budget (Gang Task Force, Metro Prosecutor and things of that nature) to alleviate the deficit;
- Keeping the levy rate the same;
- Cash flowing elections and operational costs – pre-funding out of reserves;
- Eliminating 3 District Court positions that were unfilled

The Board agreed. Mr. Sparks said those decisions would bring Current Expense within a manageable deficit with granting zero requests. He said he wanted to review the 3/10 budget requests separately.

Chairman Small said the departments really needed to look at their budgets to see what they could do to assist so they didn't have a huge hit in another two years. Mr. Sparks commented it was imperative to have a balanced budget; that if they balanced with a \$2 million deficit, in two more years it would be \$6 million.

He said he could meet with individual departments and would look at some one-time costs; he tried to highlight some one-time costs and wanted to look at pre-funding some items from cash carry over and then start to fine-tune the budget.

Commissioner Beaver commented that he didn't want to roll the dice with the 3/10 funds; he saw it as one-time expenditures, not ongoing operational costs because he didn't know how the voters would vote in 10 years. Chairman Small said they needed to look at it carefully to make sure the programs could be sustained.

Mr. Sparks recapped that he would prepare a new worksheet with the changes: eliminating three positions in District Court, prefunding some cash flow in Elections, keeping the levy rate the same, and moving the Gang Task Force into 3/10.

Undersheriff Hatcher said he would lose 12-17 officers in the Gang Task Force if it didn't pass and would rather shift a monetary amount, not that particular team, in case that funding went away since that was really the only pro-active team out there in Benton County.

Other Business

David Sparks suggested the Board either cancel the November 29 board meeting or keep the meeting to a consent agenda only due to the Thanksgiving holiday.

MOTION: Commissioner Beaver moved to cancel the November 29 board meeting. Commissioner Delvin seconded and upon vote, the motion carried.

Unscheduled Visitors

Cary Watts, Richland, WA via/videoconference said he owned property on Candy Mountain and was interested in swapping and/or donating property to the County so they could bring up utilities and access to the properties on the north side. He said he had been in contact with Adam Fyall and wanted to know what the next step was.

Chairman Small suggested he continue to work with Adam Fyall and the Planning Dept. to see what could be done. Mr. Fyall indicated he had Mr. Watts' phone number and would call him.

Account Payables

Check Date 10/28/16

Warrants #147429-147516
Total of all Funds \$ 449,196.35

Transfers #10281601-10281608
Total of all Funds \$547,522.60

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

Resolutions

- 2016-843: Agreement w/M Dolven for Family Law Facilitator Services
- 2016-844: Reappointment of S LePage to Mid-Columbia Libraries Board of Trustees
- 2016-845: Contract w/Washington Collectors for Collection Services
- 2016-846: Payment Authorization to Kone, Inc for Elevator Services
- 2016-847: Contract w/Fire Systems West, Inc. for Fire Alarm Maintenance & Testing
- 2016-848: Purchase of Workstations & Monitors from Dell Premier for Public Works
- 2016-849: Public Access Easement Near Candy Mountain
- 2016-850: Agreement w/Columbia Irrigation District for Purchase of Raw Material from Owens Quarry
- 2016-851: Line Item Transfer, Fund No. 0101-101, Dept. 500
- 2016-852: Line Item Transfer, Fund No. 0000-101, Dept. 120
- 2016-853: Agreement w/A Armijo for Interpreting Services
- 2016-854: Proclamation for National Adoption Day
- 2016-855: Adopting the 2017-2022 Benton County Capital Improvement Plan
- 2016-856: Approving Change order No. 1 with MG Wagner – Justice Center Reroof Project
- 2016-857: Approval of Preliminary Plat Application – SUB 2016-005 – La Buena Vida Estates

There being no further business before the Board, the meeting adjourned at approximately 10:52 a.m.

Clerk of the Board

Chairman