

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, June 7, 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; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Auditor Brenda Chilton; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; RJ Lott, Planning Dept.; Public Services Administrator Fred Bowen; Personnel Manager Lexi Wingfield; Lorene Roe, Auditor's Office.

Approval of Minutes

The Minutes of May 24, 2016 were approved.

Consent Agenda

MOTION: Commissioner Beaver moved to approve the consent agenda items "a" through "y", pulling "g", "h" and "i" (Human Services – Terminating River of Life Metropolitan Community Church Agreements) for discussion. Commissioner Delvin seconded and upon vote, the Board approved the following:

Auditor

- a. Adopting the Federally Provided 10% De Minimis Indirect Cost Rate for Federal Grants
- b. Surplus of Personal Property

Commissioners

- c. Line Item Transfer, Fund No. 0000-101, Dept. 138; Rescinding Resolution 2016-369
- d. Reappointing V.J. Meadows to Benton County Public Facilities District
- e. Reappointing D Akers to Benton County Public Facilities District

Human Services

- f. Contract w/ABM Janitorial Services – South Central, Inc. for Janitorial Services

Information Technology

- j. Addendum Warranty, Support & License Agreement w/Hart Intercivic

Parks

- k. Line Item Transfer, Fund No. 0110-102, Dept. 000

Personnel

- l. Health Reimbursement Arrangement Voluntary Employee Beneficiary Association Policies & Procedures for Bi-County Non-Bargaining; Rescinding Resolution 2013-416
- m. Establishing an Adult Drug Court Coordinator Classification Description & Salary Grade
- n. Establishing a Behavioral Health Specialist Probation Officer Classification Description & Salary Grade
- o. Establishing an Engineering Intern Classification Description & Salary Grade

Public Safety Tax

- p. Line Item Transfer, Fund 0148-101, Dept. 106
- q. Correction of LPA II to LPA III Under Line Item 0148101.106.00000.512.300.1640
- r. Purchase of 5 LibertyNET Licenses for Clerk's Office

Public Works

- s. Coding Correction for Dept. 650
- t. Traffic Control on County Roads re Speed Limit
- u. Authorization of Construction Plans of Beverly Meadows Phase 2
- v. Purchase Two 48" & Two 36" Port-A-Cool Fans from A-L Compressed Gasses, Inc.
- w. Contract w/Granite Construction Company for Locust Grove Road Asphalt Repair
- x. Agreement w/WA State Dept of Transportation to Perform Testing & Fabrication Inspection
- y. Interlocal Agreement w/Benton City, Kennewick, Prosser, Richland & W Richland Regarding WA State Coordinated Prevention Grant

Consent Agenda Items "g", "h" and "i" – Termination of Agreements with River of Life Metropolitan Community Church

Kyle Sullivan said they had three housing contracts with River of Life Metropolitan Community Church and there had been concern from allied agencies about it not being a safe environment for people that were referred there. He said they met with the agency and talked about ways to correct the concerns and have since received more complaints. They sent a letter to the director requesting corrective action or they would consider terminating the contracts. The response was not adequate and did not meet their expectations so he was asking to terminate the contracts.

Commissioner Delvin asked if there were other providers that could provide those services and Mr. Sullivan said the services would continue with other providers.

MOTION: Commissioner Delvin move to approve signing the resolution and letters of termination to River of Life Metropolitan Community Church for the three agreements as presented. Commissioner Beaver seconded and upon vote, the motion carried.

Chairman Small asked about an update on moving forward with the contract with Rick Weaver to provide consultation for comprehensive health. Mr. Sullivan said he just spoke with the Franklin County Administrator and was told due to the volume of contracts they currently had, it was sent to their contracted attorney for review and it would be discussed at Franklin County's meeting on Wednesday. He said he would attend that meeting and provide the Commissioners with an update.

Subdivision Alteration – SA 2016-001

RJ Lott said the Planning Department received an application for subdivision alteration to adjust the lot lines of Lots 4 through 8 and subsequently the removal of notes 3 and 7 from the plat. He said it went to the Planning Commission and their recommendation was that they keep note 3 in place and amend number 7. The Planning Department recommended approval of this alteration as presented with the condition.

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

MOTION: Commissioner Delvin move to adopt the findings of fact as indicated in the staff memo dated April 4, 2016 and approve the alteration of the Final Plat of Tripple Vista Estates No. 2 subject to the conditions listed in the resolution. Commissioner Beaver seconded and upon vote, the motion carried.

Continued Public Hearing – SPV 2015-001

Mr. Lott said that he and County Engineer Matt Rasmussen met with the applicants on site and discussed the topography and building site. He said that based upon the comments from Mr. Rasmussen included in the record, they were recommending approval of the 20-foot natural drainage easement.

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

MOTION: Commissioner Delvin moved to approve the vacation of the 20-foot Natural Drainage Easement located on Lots 1, 2 and 3 of Short Plat 1062 recorded under AF 828105. Commissioner Beaver seconded and upon vote, the motion carried.

Public Hearing – Six Year Road Program

Matt Rasmussen said they were required annually to present and approve the Six-Year Road Program. Additionally, the bridge report needed to be included and currently the Yakima County bridge inspector provided that service. However, he was in the process of getting certified and would be able to perform that service (certification required a PE).

He said the Board had a workshop approximately six weeks ago and there were no major changes or adjustments from what they provided at that time.

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

MOTION: Commissioner Delvin moved to approve 2017-2022 Six-Year Road Program as presented. Commissioner Beaver seconded and upon vote, the motion carried.

Visit Tri-Cities Brand Implementation

Kyle Cox gave a progress report on the Brand Implementation Team and discussed the following:

- Benefits of branding
- Implementation of the plan
- Committees and members
- Infusing the brand into the community (sculptures, creating new products)
- Marketing, Website, Tri-Cities Logo

WASPC Registered Sex Offender Grant Agreement

Cpt. Vannoy via/videoconference said the Sheriff's office had participated in this program for several years, they were awarded \$139,584.78 to continue this program, and he requested the Board authorize the agreement.

MOTION: Commissioner Beaver moved to approve the attached resolution and agreement between the Washington Association of Sheriffs & Police Chiefs and Benton County Sheriff's Office for the FY 2016/2017 Registered Sex Offender Address and Residency Verification Program Award in the amount of \$139,584.78. Commissioner Delvin seconded and upon vote, the motion carried.

Workmen's Compensation Fund

Lexi Wingfield said due to the increased number of work comp claims and expenses related to medical payments, she was requesting the Board go to public hearing to consider a budget adjustment. The Board agreed to move forward and requested Ms. Wingfield bring back more detail and categorize the claims for review at the public hearing.

3rd Contract Amendment w/Meier Enterprises, Inc. – Justice Center Remodel

Fred Bowen requested the Board authorize an amendment to the current contract to increase their scope of work to include changes to the offices for Administration, IT, PA Civil Department, District Court Mental Health and storage areas. This would also include construction administration and would increase the contract from \$80,000 to \$170,800.

MOTION: Commissioner Beaver move to authorize the Public Services Administrator to prepare a third contract amendment with Meier Enterprises, Inc. to increase the scope of work for the development of construction plans and specifications to the offices for Administration, IT, PA Civil Department, District Court Mental Health and to the storage areas, and to include Construction Administration during the construction phase of the projects. Commissioner Delvin seconded and upon vote, the motion carried.

New Contract w/Meier Enterprises, Inc. – WSU Extension

Mr. Bowen said they advertised a Request for Qualifications soliciting firms to provide architectural and engineering services for a tenant improvement to the Benton County Health Building for new office space for WSU.

He said that two firms responded and he recommended Meier Enterprises, Inc.

Mr. Sparks said this was the key project in the overall remodel and relocation for offices. Once WSU was moved, they could move the Assessor back to the Annex and then begin changes at the Justice Center.

MOTION: Commissioner Beaver moved to authorize the Public Services Administrator to prepare a contract with Meier Architecture-Engineering to provide architectural and engineering services for the tenant improvement to the Health Building for new office space for Benton County – WSU Extension. Commissioner Delvin seconded and upon vote, the motion carried.

Junior Achievement of WA Leadership Industry Award

Auditor Brenda Chilton said each year the Auditor’s office participated in the Jr. Achievement fundraiser event and she wanted to recognize the team and particularly Lorene Roe as the team leader in the fundraising efforts. Additionally, she said they received a plaque honoring them with an award for leadership in the industry.

Final Plat – Hidden Hills Phase 3 – SUB 2016-001

Mike Shuttleworth presented the final plat of Hidden Hills Phase 3 for signature by the Board. He said the project was now complete and they had received all approvals and signatures.

MOTION: Commissioner Beaver moved to approve the Final Plat of Hidden Hills Phase 3 and authorize the Chairman to sign the final plat. Commissioner Delvin seconded and upon vote, the motion carried.

Other Business

Commissioner Delvin said the City of Seattle passed a resolution last week regarding nuclear energy and they wanted to shut down the Columbia Generating Plant. He said he didn’t appreciate Seattle trying to impose their personal values on Benton County so he asked the Board to consider signing a resolution that would not authorize Benton County employees to travel to Seattle and to just give it some thought.

Claim for Damages

CC 2016-09: Received on June 2, 2016 from Andrew Krom

Vouchers

Check Date: 04/11/2016

Warrant #: 239559

Total all funds: \$3,768.65

Check Date: 04/19/2016

Warrant #: 239563
Total all funds: \$2,752.43

Check Date: 05/10/2016

Warrant #: 239645
Total all funds: \$2,977.17

Check Date: 05/27/2016

Transfers #: 5271601-5271608
Total all funds: \$299,148.58

Warrants #: 139948-140063
Total all funds: \$596,929.66

Check Date: 06/03/2016

Warrants #: 140072-140298
Total all funds: \$6,523.69

Transfers #: 06031601-06031605
Total all funds: \$259,386.08

Warrants #: 140304-140391
Total all funds: \$1,446,436.37
Warrant #: 140392
Total all funds: \$1,000.00

Check Date: 06/03/2016

Payroll Checks
Warrants #: 239661-239713
Direct Deposit #: 114480-115090
Total all funds: \$2,177,873.94

Payroll Deductions Transfers
Taxes #: 10116061-101160614
Total all funds: \$1,882,003.47

Payroll Deductions Warrants
Warrants #: 140393-140403
Total all funds: \$374,762.75

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

Resolutions

- 2016-440: Adopting the Federally Provided 10% De Minimis Indirect Cost Rate for Federal Grants
- 2016-441: Surplus of Personal Property
- 2016-442: Line Item Transfer, Fund No. 0000-101, Dept. 138; Rescinding Resolution 2016-369
- 2016-443: Reappointing V.J. Meadows to Benton County Public Facilities District
- 2016-444: Reappointing D Akers to Benton County Public Facilities District
- 2016-445: Contract w/ABM Janitorial Services – South Central, Inc. for Janitorial Services
- 2016-446: Addendum Warranty, Support & License Agreement w/Hart Intercivic
- 2016-447: This number skipped in error
- 2016-448: Line Item Transfer, Fund No. 0110-102, Dept. 000
- 2016-449: Health Reimbursement Arrangement Voluntary Employee Beneficiary Association Policies & Procedures for Bi-County Non-Bargaining; Rescinding Resolution 2013-416
- 2016-450: Establishing an Adult Drug Court Coordinator Classification Description & Salary Grade
- 2016-451: Establishing a Behavioral Health Specialist Probation Officer Classification Description & Salary Grade
- 2016-452: Establishing an Engineering Intern Classification Description & Salary Grade
- 2016-453: Line Item Transfer, Fund 0148-101, Dept. 106
- 2016-454: Correction of LPA II to LPA III – Public Safety Tax Fund – Clerk's Office
- 2016-455: Purchase of 5 LibertyNET Licenses for Clerk's Office
- 2016-456: Coding Correction Between Facilities and ER&R Fund
- 2016-457: Traffic Control on County Roads re Speed Limit
- 2016-458: Authorization of Construction Plans of Beverly Meadows Phase 2
- 2016-459: Purchase Two 48" & Two 36" Port-A-Cool Fans from A-L Compressed Gasses, Inc.
- 2016-460: Contract w/Granite Construction Company for Locust Grove Road Asphalt Repair
- 2016-461: Agreement w/WA State Dept of Transportation to Perform Testing & Fabrication Inspection
- 2016-462: Interlocal Agreement w/Benton City, Kennewick, Prosser, Richland & W Richland Regarding WA State Coordinated Prevention Grant
- 2016-463: Termination Of Grant Agreement # 2016-HHAA-ROLMCC-YARP Between Human Services And River Of Life Metropolitan Community Church
- 2016-464: Termination Of Grant Agreement # 2016-HHAA-ROLMCC-ANSIL-ARP Between Human Services And River Of Life Metropolitan Community Church
- 2016-465: Termination Of Grant Agreement # 2016-HHAA-ROLMCC-ASC Between Human Services And River Of Life Metropolitan Community Church
- 2016-466: Approval Of Subdivision Alteration Request For Tripple Vista Estates No. 2 - File No. SA-2016-001 - Applicant Randy And Marleen Lechelt
- 2016-467: Approval Of Proposed Vacation Of A 20-Foot Natural Drainage Easement - File SPV 2015-001

- 2016-468: Approval of the 2017-2022 Six Year Road Program
- 2016-469: Authorizing the Sheriff to Sign the Interagency Agreement with WA Association of Sheriffs and Police Chiefs
- 2016-470: Final Plat of Hidden Hills Phase 3

There being no further business before the Board, the meeting adjourned at approximately 10:00 a.m.

Clerk of the Board

Chairman