

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, November 18, 2014, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman James Beaver
Commissioner Shon Small
Commissioner Jerome Delvin
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; Auditor Brenda Chilton; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Bob Woody, IT Department; GIS Manager Mary Phillips; Paul Schut, Commissioners' Office; RJ Lott, Planning; Facilities Manager Dean Docken; Sheriff Steve Keane; Undersheriff Jerry Hatcher; Sgt. Trevino, Treasurer Duane Davidson; Michelle Simpson, Treasurer's Office; Cpt. Vannoy; Florinda Paez, GIS; Pat Austin, Superior Court Administrator; Matt Rassmussen, Assistant County Engineer; DPA Steve Hallstrom.

Approval of Minutes

The Minutes of October 22 and 23, 2014 were approved. The Minutes of November 4, 2014 were approved.

Consent Agenda

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

Assessor

- a. Line Item Transfer, Fund No. 0000-101, Dept. 101

Board of Equalization

- b. Line Item Transfer, Fund No. 0000-101, Dept. 103

Commissioners

- c. Letters Regarding Veterans' Benefits
- d. Non-Bargaining Contribution to Employee Insurance Benefits for 2015
- e. Appointment of M Berg to the Benton County Water Conservancy Board
- f. Contract w/Municipal Research & Srvcs Center for Small Works & Vendor Roster Services

- g. Columbia Basin Operation Area Emergency Alert System Plan
- h. Purchase of Haworth Office Furniture from Brutzman's Office Solutions
- i. Line Item Transfer, Fund No. 0000-101, Dept. 107
- j. Line Item Transfer, Fund No. 0000-101, Dept. 105 to Dept. 117
- k. Line Item Transfer, Fund No. 0000-101, Dept. 114 to Dept. 111
- l. Line Item Transfer, Fund No. 0000-101, Dept. 114 to Dept. 131
- m. Line Item Transfer, Fund No. 0000-101, Dept. 115 to Dept. 118
- n. Line Item Transfer, Fund No. 0000-101, Dept. 115 to Dept. 121
- o. Line Item Transfer, Fund No. 0000-101, Dept. 115 to Dept. 123
- p. Line Item Transfer, Fund No. 0000-101, Dept. 127 to Dept. 111
- q. Line Item Transfer, Fund No. 0000-101, Dept. 127 to Dept. 117
- r. Line Item Transfer, Fund No. 0000-101, Dept. 137 to Dept. 117
- s. Line Item Transfer, Fund No. 0000-101, Dept. 137 to Dept. 123

District Court

- t. Line Item Transfer, Fund No. 0000-101, Det. 111
- u. Line Item Transfer, Fund No. 0131-101, Dept. 000

Facilities

- v. Amended Contract w/Pacific Fire Inspections Services for Fire Suppression Inspections

Fairgrounds

- w. Authorizing Payment to Cyrring Hot Productions for Creation of Standalone Website

Human Services

- x. Appointment of K Benson as County-Designated Mental Health Professional
- y. Amended Contract w/DSHS, Division of Behavioral Health & Recovery

Information Technologies

- z. Purchase From Ednetics Data Products & Services During Courthouse HVAC & Façade Renovations
- aa. Purchase From 2FA, Inc. of Two Factor Authentication Solution

Juvenile

- bb. Contract w/A Campbell for Family Counseling of/Domestic Violence

Office of Public Defense

- cc. Terminating Indigent Defense Services Agreement w/J Metro
- dd. Amended Superior Court Indigent Defense Agreement w/K Hudson
- ee. Amended Superior Court Indigent Defense Agreement w/S Swanberg

Parks

- ff. Contract w/Banlin Construction for Roof Installation @ Horn Rapids Park

Public Works

- gg. Award of Antinori Road Extension to Central Washington Asphalt, Inc.
- hh. Agreement w/Frontier Communications for Relocation of Telephone Cable
- ii. Award of Construction of Kennewick Maintenance Shop to Fowler General Construction, Inc
- jj. Equipment Maintenance Agreement w/Benton County Fire Protection District #6
- kk. Purchase of Road Salt From Envirotech Services, Inc.

Superior Court

- ll. Benton-Franklin Superior Court Percentage Rates for Salaries & Benefits for 2015
- mm Agreement w/State of WA, Administrative Office of the Courts for Court Interpreter Services

- mn. National Adoption Day Proclamation
- oo. Line Item Transfer, Fund No. 0000-101, Dept. 138
- pp. Line Item Transfer, Fund No. 0000-101, Dept. 123

Treasurer

- qq. Copier Lease Agreements w/Ricoh USA
- rr. Closure of Revolving Checking Account
- ss. Line Item Transfer, Fund No. 0000-101, Dept. 124
- tt. Line Item Transfer, Fund No. 0112-101, Dept. 000

Public Hearing - Short Plat Vacation – SPV 2014-008

RJ Lott presented the request for vacation of a portion of a 10-foot utility easement and 30-foot & 60-foot ingress-egress road and utility easement on Short Plat 3249. He said that all concerned agencies and owners of property within 300 feet were notified and no adverse comments were received as of the date of the memo. However, they did receive one letter dated November 12, 2014 from Jeff Lippert (property owner within 300 feet) that was not included in the record and he gave the following responses to his concerns:

1. The Planning Department had no information relating to native wildlife in the area.
2. There was no such thing as a rural lands act.
3. Legal documents for this property did not include the activities for a multi-use path.
4. This application had nothing to do with water rights.
5. Not sure what he was referring to since property owners could always fence their property.
6. Pictures provided show the property was mostly tumbleweeds and largely a barren vacant lot.
7. The application was sent to utility companies and no comments were received.
8. Ingress requirement did not have any weight to this application.
9. This concern referred to easements not within this property.

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

MOTION: Commissioner Small moved to approve the vacation of the easements as described in the memo located on Lot 1 of Short Plat 3249 records of Benton County, Washington. This motion is conditioned upon the applicant recording a document that relinquishes that portion of the underlying 30-foot ingress egress road an utility easement lying within the South 463.29 feet of Lot 1 and the 60-foot ingress-egress road and utility easement located within the South 60 feet of Lot 1 thereof of Short Plat 3249, with the Benton County Auditor. Additionally, the applicant shall provide the Benton County Planning Department with a copy of the recorded document prior to the signing of the resolution by the Board of County Commissioners. The document must be recorded within one year of the date of approval by the Benton County Board of Commissioners or this approval will be null. Commissioner Delvin seconded and upon vote, the motion carried.

Public Hearing - Adoption of 2015-2016 Final Biennium Budget/Certify Taxes

Loretta Smith Kelty presented the following resolutions for adoption by the Board.

1. Certifying the Current Expense Levy for 2015 Collection (0.80% percentage increase, banking 0.20%; keeping the levy rate the same as previous years and generating an extra \$163,000)
2. Certifying the County Road Levy for 2015 Collection (looking to bank the 1% to have the opportunity in future years for construction)
3. Certifying Budgeted Taxes for Collection in 2015

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

MOTION: Commissioner Small moved to approve the resolutions certifying the current expense levy for 2015 collection, certifying the county road levy for 2015 collection and certifying budgeted taxes for collection in 2015. Commissioner Delvin seconded and upon vote, the motion carried.

Paul Schut presented the following resolution for adoption by the Board.

4. Adopting the Final 2015-2016 Benton County Budgets

Mr. Sparks said the last biennium budget was adopted at line item budgeting but this proposed budget adopted at the category level. He commented that the departments did a great job the last two years with only a mid-year adjustment for grants and they absorbed salary and benefit adjustments within their budgets.

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

MOTION: Commissioner Small moved to adopt the final 2015-2016 Benton County budget. Commissioner Delvin seconded.

Discussion

Commissioner Delvin said he appreciated the work done by the departments and elected officials, especially David Sparks, Loretta Smith Kelty and Paul Schut. He said not everyone got everything but in the past they did a good job of holding the line so they did not have to face cuts as other counties but adopt a budget that allowed growth in IT.

Commissioner Small said he agreed and that he also appreciated all the hard work by the departments.

Chairman Beaver commented that as they continued to do the two year budgets, they would get more comfortable with it and he also thanked all that were involved. He said that doing a two year budgeted allowed everyone to go about business without having to look at a budget every nine months.

Upon vote, the motion carried.

Gang Unit Update

Cpt. Vannoy and Sgt. Trevino updated the Board on the gang unit. Sgt. Trevino commented that it had been three years since they started the gang unit and they felt they had done what they said they would do. He said they focused on intervention, prevention and suppression and right now were working on a comprehensive gang model (the bridge project). He talked about the following activities:

- Gang presentations – 39
- Gang resistance and training program
- Home visits and referral to gang outreach programs
- Gang related graffiti – down by 80%
- Work a lot of narcotics and property crimes
- Gave stats on arrest warrants, search warrants, convictions, incarcerations, confiscated firearms, drugs, cash, and vehicles

Captain Vannoy said the reduction in gang related calls was a tangible result of what they did; they were a multi-crime reduction task force and had become outstanding investigators.

Commissioner Delvin asked about the 3/10 criminal justice money and said that some was supposed to go to gang prevention. He asked if they had thought about what would be in that proposal to go out to the non-profits and if there were suggestions on programming or how they would work with the gang unit.

Captain Vannoy said “the bridge project” dealt a lot with that and modeling and it was an important part.

Commissioner Delvin asked that they start a plan for how that money would be used when they started applying for the money.

Jail – Mental Health Study

Gerald Winkler, Integrus Architecture presented the findings on the mental health study in the jail and said a large part of their practice was working with jails. He stated that Benton County was essentially running a mental health facility within the jail and they needed to be separate from the general population. He said they met with the Sheriff and staff and mental health professionals, looked at operations, and met with engineers to look at heating and electrical to evaluate to complete system improvements as well.

After reviewing the different options, they agreed that Option 1 (remodel adjacent to the intake unit to include 21 mental health cells along with staffing) was the best option. It included an addition to the intake and booking area and had operational benefits with the mental health professionals nearby. The estimated cost for this option was \$3.8 million.

Commissioner Delvin asked about Option 2 and said he didn't see overtime reflected. Sheriff Keane said they did not have the staff for Option 2, even with overtime. Undersheriff Hatcher commented that Option 2 had a smaller construction cost but long term would require more staff; Option 1 had more upfront costs but no staffing increase.

Commissioner Small asked about potential growth and whether this accommodated future expansions. Mr. Winkler said that was reviewed and they felt there was enough property and ways to expand without this getting in the way.

Chairman Beaver said it was an issue that needed to be resolved and he was in favor of moving to the next stage. Commissioner Small said he felt Option 1 was the best route and was also in favor of moving forward. Commissioner Delvin said he agreed and wanted to keep moving forward.

Mr. Sparks said he agreed with Option 1, that it was the most logical, and he would work with Mr. Docken on the next step. Mr. Docken said they would put something together and come back to the Board.

GIS Department Update

Mary Phillips presented a Powerpoint and briefly updated the GIS Department as follows:

- Breakdown of Services
- GIS Deliverables; Services - maps, data, training and analysis
- GIS Analysis – Property Selection Example
- 2014 Project Highlights
- 2015 Project Goals

2013-2014 Budget Supplement Requests

Loretta Smith Kelty presented the following budget supplement requests for approval to go to public hearing:

- Treasurer's Investment Pool - \$5,000
- Current Expense - \$6,000,000 – use cash carry forward per the budget policy (most of this money was already committed to projects for 2015-2016)

The Board agreed to go to public hearing.

Other Business

Commissioner Small presented a Metro bill for approximately \$3,800 to get them through the end of the year and said he wanted to put it on the consent agenda to pay. Mr. Sparks said he assumed it would be paid out of Dept. 115.

MOTION: Commissioner Small moved to approve paying the Metro bill in the amount of \$3,771.43. Commissioner Delvin seconded.

Discussion

Commissioner Small said the program had lost grants but this amount would continue Metro until the 3/10 sales tax came in. Commissioner Delvin commented that whoever watched the budget needed to watch it more closely. Commissioner Small stated they had been looking at this issue for the past 8 months. Chairman Beaver said the Board was not apprised but just presented with a bill; he said he was in support of public safety but felt this was a budget issue and did not feel this was the right approach. Commissioner Small reiterated he had brought this issue up for almost a year, not just today.

Upon vote, the motion carried with Chairman Beaver opposing.

Commissioner Delvin commented that he felt the Board got along well; even though sometimes there would be 2-1 vote, he didn't take it personally. He said it was helpful they were able to get decisions made. Commissioner Small said he agreed. Chairman Beaver said the feedback he got was there was a level of cooperation and he also appreciated it.

Executive Session – Union Negotiations

The Board went into executive session at 10:29 a.m. for approximately 10 minutes with DPA Steve Hallstrom to discuss union negotiations. Also present were David Sparks, Ryan Brown, Loretta Smith Kelty, and Cami McKenzie. The Board came out at 10:41 a.m. No decisions were made in executive session.

MOTION: Commissioner Small moved to approve the amendment to the 2013-2014 Collective Bargaining Agreement Benton and Franklin Counties and Teamsters Local 839 Representing Superior Court Bailiff Employees. Commissioner Delvin seconded and upon vote, the motion carried.

MOTION: Commissioner Small moved to approve the 2014-2016 Collective Bargaining Agreement Benton County and Teamsters Local 839 Representing Road Department Employees. Commissioner Delvin seconded and upon vote, the motion carried.

Claim for Damages

CC 2014-23: Received November 13, 2014 from Daniel Johnson

Vouchers

Check Date: 11/5/2014

Payroll Checks

Total all funds: \$2,056,703.86

Warrant #: 237820-237907
Direct Deposit #: 98803-99396

Payroll Deductions
Total all funds: \$2,080,810.26
Taxes #: 10114111-101141113
Warrant #: 111555-111572

Check Date: 11/10/2014

Procurement Cards #: 1114
Total all funds: \$207,640.81

Check Date: 11/14/2014

Transfers #: 111401-111414
Total all funds: \$1,341,256.97

Warrants #: 111693-111994
Total all funds: \$6,005.31

Warrants #: 111995-112260
Total all funds: \$1,178,670.54

Check Date: 11/17/2014

Payroll Draw Checks
Total all funds: \$104,654.87
Warrant #: 237908-237917
Direct Deposit #: 99400-99598

Payroll Draw Deductions
Total all funds: \$34,040.85
Taxes #: 101141114

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

Resolutions

- 2014-863: Line Item Transfer, Fund No. 0000-101, Dept. 101
- 2014-864: Line Item Transfer, Fund No. 0000-101, Dept. 103
- 2014-865: Non-Bargaining Contribution to Employee Insurance Benefits for 2015
- 2014-866: Appointment of M Berg to the Benton County Water Conservancy Board
- 2014-867: Contract w/Municipal Research & Srvcs Center for Small Works & Vendor Roster Services
- 2014-868: Columbia Basin Operation Area Emergency Alert System Plan

2014-869: Purchase of Haworth Office Furniture from Brutzman's Office Solutions
 2014-870: Line Item Transfer, Fund No. 0000-101, Dept. 107
 2014-871: Line Item Transfer, Fund No. 0000-101, Dept. 105 to Dept. 117
 2014-872: Line Item Transfer, Fund No. 0000-101, Dept. 114 to Dept. 111
 2014-873: Line Item Transfer, Fund No. 0000-101, Dept. 114 to Dept. 131
 2014-874: Line Item Transfer, Fund No. 0000-101, Dept. 115 to Dept. 118
 2014-875: Line Item Transfer, Fund No. 0000-101, Dept. 115 to Dept. 121
 2014-876: Line Item Transfer, Fund No. 0000-101, Dept. 115 to Dept. 123
 2014-877: Line Item Transfer, Fund No. 0000-101, Dept. 127 to Dept. 111
 2014-878: Line Item Transfer, Fund No. 0000-101, Dept. 127 to Dept. 117
 2014-879: Line Item Transfer, Fund No. 0000-101, Dept. 137 to Dept. 117
 2014-880: Line Item Transfer, Fund No. 0000-101, Dept. 137 to Dept. 123
 2014-881: Line Item Transfer, Fund No. 0000-101, Det. 111
 2014-882: Line Item Transfer, Fund No. 0131-101, Dept. 000
 2014-883: Amended Contract w/Pacific Fire Inspections Services for Fire Suppression Inspections
 2014-884: Authorizing Payment to Cyrring Hot Productions for Creation of Standalone Website
 2014-885: Appointment of K Benson as County-Designated Mental Health Professional
 2014-886: Amended Contract w/DSHS, Division of Behavioral Health & Recovery
 2014-887: Purchase From Ednetics Data Products & Services During Courthouse HVAC & Façade Renovations
 2014-888: Purchase From 2FA, Inc. of Two Factor Authentication Solution
 2014-889: Contract w/A Campbell for Family Counseling of/Domestic Violence
 2014-890: Terminating Indigent Defense Services Agreement w/J Metro
 2014-891: Amended Superior Court Indigent Defense Agreement w/K Hudson
 2014-892: Amended Superior Court Indigent Defense Agreement w/S Swanberg
 2014-893: Contract w/Banlin Construction for Roof Installation @ Horn Rapids Park
 2014-894: Award of Antinori Road Extension to Central Washington Asphalt, Inc.
 2014-895: Agreement w/Frontier Communications for Relocation of Telephone Cable
 2014-896: Award of Construction of Kennewick Maintenance Shop to Fowler General Construction, Inc
 2014-897: Equipment Maintenance Agreement w/Benton County Fire Protection District #6
 2014-898: Purchase of Road Salt From Envirotech Services, Inc.
 2014-899: Benton-Franklin Superior Court Percentage Rates for Salaries & Benefits for 2015
 2014-900: Agreement w/State of WA, Administrative Office of the Courts for Court Interpreter Services
 2014-901: National Adoption Day Proclamation
 2014-902: Line Item Transfer, Fund No. 0000-101, Dept. 138
 2014-903: Line Item Transfer, Fund No. 0000-101, Dept. 123
 2014-904: Copier Lease Agreements w/Ricoh USA
 2014-905: Closure of Revolving Checking Account
 2014-906: Line Item Transfer, Fund No. 0000-101, Dept. 124
 2014-907: Line Item Transfer, Fund No. 0112-101, Dept. 000
 2014-908: Certifying the Current Expense Levy for 2015 Collection

- 2014-909: Certifying the County Road Levy for 2015 Collection
- 2014-910: Certifying Budgeted Taxes for Collection in 2015
- 2014-911: Adopting the Final 2015-2016 Benton County Budgets
- 2014-912: 2013-2014 – Amendment to CBA – Bailiffs
- 2014-913: 2014-2016 Collective Bargaining Agreement – Road Department

There being no further business before the Board, the meeting adjourned at approximately 10:43 a.m.

Clerk of the Board

Chairman