

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, October 23, 2012 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman Pro Tem Shon Small
Commissioner Leo Bowman
County Administrator David Sparks
Clerk of the Board Cami McKenzie

Absent: Chairman James Beaver (Jury Duty)

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Adam Fyall, Sustainable Development Manager; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Human Services Manager Ed Thornbrugh; Public Works Manager Steve Becken; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Central Services Manager Randy Reid; Pat Powell, Auditor's Office; Undersheriff Jerry Hatcher; Erhiza Rivera and Nick Kooiker, Treasurer's Office; Sharon Paradis, Juvenile; Susan Walker, Planning; Jacki Lahtinen, District Court; Clerk Josie Delvin; Marianne Ophardt, WSU Benton County; Pat Austin, Superior Court; Auditor Brenda Chilton; Treasurer Duane Davidson.

Approval of Minutes

The Minutes of October 9, 2012 were approved.

Commissioner Small requested that comments about the budget deficit be added to the workshop minutes.

The Minutes of October 10, 2012 and October 11, 2012 were approved as amended.

Consent Agenda

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

Commissioners

- a. Amended Contract w/Design West Architects for As Needed Services
- b. Amended Contract w/WA State Military Department, Amending Resolution 11-392

GIS

- c. Line Item Transfer, Fund No. 0000-101, Dept. 131

Human Services

- d. Contract w/Apollo Heating & Air Conditioning for HVAC Repair Services @ Crisis Response Unit
- e. Contract w/Desertgreen Lawn & Tree Care LLC for Snow Plowing Services @ Crisis Response Unit
- f. Contract w/Desertgreen Lawn & Tree Care LLC for Weed & Pest Control Treatment Services @ Crisis Response Unit
- g. Lease Addendum w/Now Bassett/Sonju J/V for Crisis Response Unit Building
- h. Agreement w/Ambitions Community Support Services Inc for Developmental Disabilities Services
- i. Amended Agreement w/Lourdes Counseling Center for Housing Services

Juvenile

- j. Interagency Agreement w/State of WA, Administrative Office of the Courts for BECCA Programs
- k. Line Item Transfer, Fund No. 0138-101, Dept. 000

Office of Public Defense

- l. Contract Amendment with M McMillen for Name Change
- m. Amended Agreement with J Azure for Firm Name Change
- n. Amended Agreement w/M Trombley To Increase Caseload Appointments

Public Works

- o. Approve Task Assignment for Travis Road Certification
- p. Contract w/Allan Electric for Installation Service @ the Kennewick Maintenance Facility
- q. Authorization to Proceed with Advertising for 2013 Crushing & Stockpiling

Sheriff

- r. Contract w/Grover Dykes Auto Group, Inc., dba Legacy Ford, for Auto Repair Services
- s. Memorandum of Understanding w/Agrium U.S. Inc. for Security Camera System
- t. Emergency Replacement of New 800 MHZ Bi-Directional Amplifier

Superior Court

- u. Line Item Transfer, Fund No. 0000-101, Dept. 123

Workforce Development Council

- v. Contract w/Career Path Services for Adult Services
- w. Contract w/Career Path Services for Dislocated Worker Services
- x. Contract w/Career Path Services for National Emergency Grant Services
- y. Contract w/Career Path Services for In-School & Out-of-School Youth Services

2013-2014 Biennium Budget Status

Mr. Sparks updated the Board on the 2013-2014 proposed budget and said he worked closely with Loretta Smith Kelty and Keith Mercer over the past three weeks to get a status and that currently there was a deficit in the amount of \$2.7 million. He said they made the following revisions:

Revenues

- Firmer on what new construction will be. He said in past years new construction has ranged from \$400,000 to \$650,000 and it will be approximately \$350,000 in tax dollars for 2013-2014 so there was a significant downshift in construction throughout the county.
- Analyzed sales tax with the help of the Treasurer's office and there was a decline of about \$100,000 a month in sales tax (\$50,000 from Hanford direct sales tax and \$50,000 in community sales tax) and that trend had been in place since last October. He said they did factor in a 2% growth in non-Hanford related sales tax so overall it was adjusted up about \$378,000.
- Minor other changes in revenue for a total adjustment of almost \$1 million in revised revenue estimates.

Expenditures

Mr. Sparks said they made some significant adjustments to expenditures as follows:

- Specifically added \$367,000 to Elections in order to maintain a \$.5 million fund balance;
- Added \$1.4 million in fenced item contingency (every single labor union contract was open so they factored in a little for 2013 - absolutely nothing in budget for 2014 so could be another \$1 to 1.5 million deficit pending labor issues).
- Drug Court was backed out of the budget (Board's previous direction was to evaluate that each year and previously VIT one-time monies have been used to fund that). He said that while it was out of the budget, it just out of the base, but was still considered a request depending on how the Board wanted to handle it and could be factored in.

Commissioner Bowman asked how the Election Reserve was funded in the past and Mr. Sparks said in the past it had a reserve; now the fund balance was gone and they were back to subsidizing (the State only paid their portion during the odd years). Mr. Sparks said the original request was well over \$600,000 but he worked with the Auditor on her budget and got it down to \$367,000. Commissioner Bowman said he concurred with the fenced item of \$1.4 million due to the impacts of labor negotiations. Mr. Sparks commented that medical insurance went up 20% so they factored in 10% (\$800,000 impact over the biennium) but 20% was not factored into the equation.

Commissioner Bowman also asked about assigned vehicles to county employees and whether the County should consider pooling vehicles and whether there could be money saved on a new vehicle policy. Mr. Sparks said he agreed it should be looked at and maybe budget capital money out for cars and wait until they break before replacing them. Additionally, Commissioner Bowman commented that when times were good, you loosen the strings; when times were bad, you go back to being restrictive and he wanted to look at line item budgeting to begin on November 1, 2012. He said he wanted to continue the drug task force and continue to use VIT money for drug courts because he believed these programs changed lives. He also said he wanted to review reducing inmates from 625 (history has shown it was not being used due to budget crunches) to somewhere about 575 as a more realistic number. Mr. Sparks said if the County got the jail use contracts, then the numbers could be increased.

Commissioner Small said he had also talked about line item budgeting with Mr. Sparks and agreed it was a good idea.

MOTION: Commissioner Bowman moved to approve to go to line item budgeting effective November 1. Commissioner Small seconded and upon vote, the motion carried. Mr. Sparks said he would prepare a resolution to formalize the motion.

Mr. Sparks said they were currently looking at December 18 for the public hearing to approve the budget. He said they would look at more revenue estimates and now start reviewing the “nickels and dimes” but believed most of the big ticket items were taken care of. He also suggested a mid-biennium review and the Board agreed.

Commissioner Small commented that in October 2011 the estimate was a \$2.5 million deficit and now the actual number was \$2.7 million for the 2013-2014. He said that Benton County had been blessed in the past with a strong economy but with local job losses and decreased revenues it had outpaced the cost saving measures. He said he had stressed in the past that 37 counties were in the red and Benton County needed to take a closer look at the budget and focus on adopting new technologies and cost saving measures. He said he would like to meet with each different elected official to review their budgets because each office would be asked to make sacrifices and he wanted to use that as an opportunity to work together. He said he was in favor of reviewing the county vehicle policy and that he was now parking his vehicle in the parking lot and not commuting.

The Board agreed it was in favor of adult and juvenile drug court and Mr. Sparks said he would use VIT money and move it back in.

Prosser Economic Development Association Quarterly Update

Deb Heintz updated the Board on the following activities of PEDDA:

- Gained \$11.1 million in new construction
- Building permits were up
- Working with Cascade Natural Gas
- Completion of a UW internship
- Leadership Prosser was completed – looking at 2013 program
- Directional signs being put up as a way to help visitors to the community
- Prosser EDA committee updates and business tours
- Shoreline Advisory Committee (Deb now on committee)
- Appreciate partnerships and private funding (about 25% of revenue)

Benton City Economic Development Association Quarterly Update & Work Plan

Bea Baker updated the Board on the following issues:

- New clinic in Benton City – half is empty and looking for new rental
- Working w/Port of Benton on incubator projects

- Old fire station being reconstructed and will be rented out
- Some business have moved out, but new ones coming in – so balancing out
- Working w/City on permitting issues
- More housing developments one finishing, another starting, and a third starting next year
- I-82 area being worked on

WSU Benton County Extension Regional Vegetables Crop Update

Marianne Ophardt and Tim Waters (WSU Franklin County Extension Educator for Commercial Vegetables) updated the Board on a problem with local potatoes. Mr. Waters said there was a breakout of an aphid like pest that was carrying bacteria, which caused discoloration of the potatoes when they were processed and they were being rejected partially or completely. He indicated with a loss like that it was very costly and a big concern last year so WSU has been looking at this issue. He said the focus was to help growers and this year the primary goal was to see when the pest came in and if it had the bacteria (they set up special plats and monitored them to help mitigate the issue and inform the growers). He said he believed they did a better job this year but will know in January with the late harvest if the project helped. Additionally, he talked about workshops and educating the growers and other vegetable yields in the area.

The Board briefly recessed, reconvening at 10:00 a.m.

Shared Legal Review of Benton Franklin Human Services Contracts

Ryan Brown said that about a year ago, they looked at shared review of Human Services contracts but it never went anywhere. He said that Human Services had a lot of contracts and Franklin County had been struggling with getting them reviewed and they have again brought up the idea of shared review to speed up the process. Mr. Thornbrugh said it was causing some problems with the State Contracts; Benton County was very timely on its review, but Franklin County was taking 6-8 weeks for review, and then getting three parties to sign added up to an additional three weeks for final execution.

Mr. Brown said he didn't believe all the delay was in Franklin County but the State was sending them out late as well and maybe the Counties could put some pressure on the State to get them out. Commissioner Bowman suggested the issue be sent to WSAC for its review as well. Mr. Brown said if the Board agreed to move this forward they would look at some sort of allocation and that each county would only review a portion of the contracts exclusively, and Benton County would be relying on Franklin County's review. Mr. Brown said he believed Mr. Verhulp did a thorough review, but if there was concern regarding a specific contract reviewed by Franklin County, then Benton County could review it. David Sparks said specifically if Franklin County was trying to change a State contract then Mr. Thornbrugh should highlight that change; Mr. Brown said that Benton County would have to rely on Mr. Thornbrugh to bring up those potential issues. Commissioner Bowman said that if Mr. Brown was satisfied, then he was satisfied. Commissioner Small agreed.

Juvenile Detention Staffing

Sharon Paradis said the Board previously approved going to public hearing on a supplement for Juvenile Detention, but she said there is a way to save money for the cost of advertising by doing a line item transfer instead. It was money that was appropriated by the State that was unexpended and could be used for this purpose.

MOTION: Commissioner Bowman moved to approve resolution authorizing the line item transfer within Juvenile Fund 0115-101, Dept. 173 to Dept. 171 in the amount of \$33,181. Commissioner Small seconded and upon vote, the motion carried.

Commissioner Assignment Update

Commissioner Bowman reported on his attendance at the Tri-City Regional Chamber meeting, W. Richland Chamber meeting and Good Roads meeting in Walla Walla.

Commissioner Small said his week consisted of a Benton-Franklin Health meeting and time reviewing the budget.

Vouchers

Check Date: 10/12/2012
Warrant #: 67270-67689
Procurement Cards #: 1012
Total all funds: \$7,391,289.69

Check Date: 10/15/2012
Warrant #: 234781-234796
Direct Deposit #: 78459-78658
Total all funds: \$107,974.48

Check Date: 10/15/2012
Taxes #: 10112106
Total all funds: \$31,935.55

Check Date: 10/19/2012
Warrant #: 67852-68068
Taxes #: 01161012, 05011012, 010110126
Total all funds: \$2,031,449.01

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

Resolutions

2012-594: Lease Addendum w/Now Bassett/Sonju J/V for Crisis Response Unit Building
2012-595: Amended Contract w/Design West Architects for As Needed Services

- 2012-596: Amended Contract w/WA State Military Department, Amending Resolution 11-392
- 2012-597: Line Item Transfer, Fund No. 0000-101, Dept. 131
- 2012-598: Contract w/Apollo Heating & Air Conditioning for HVAC Repair Services @ Crisis Response Unit
- 2012-599: Contract w/Desertgreen Lawn & Tree Care LLC for Snow Plowing Services @ Crisis Response Unit
- 2012-600: Contract w/Desertgreen Lawn & Tree Care LLC for Weed & Pest Control Treatment Services @ Crisis Response Unit
- 2012-601: Agreement w/Ambitions Community Support Services Inc for Developmental Disabilities Services
- 2012-602: Amended Agreement w/Lourdes Counseling Center for Housing Services
- 2012-603: Interagency Agreement w/State of WA, Administrative Office of the Courts for BECCA Programs
- 2012-604: Line Item Transfer, Fund No. 0138-101, Dept. 000
- 2012-605: Contract Amendment with M McMillen for Name Change
- 2012-606: Amended Agreement with J Azure for Firm Name Change
- 2012-607: Amended Agreement w/M Trombley To Increase Caseload Appointments
- 2012-608: Approve Task Assignment for Travis Road Certification
- 2012-609: Contract w/Allan Electric for Installation Service @ the Kennewick Maintenance Facility
- 2012-610: Authorization to Proceed with Advertising for 2013 Crushing & Stockpiling
- 2012-611: Contract w/Grover Dykes Auto Group, Inc., dba Legacy Ford, for Auto Repair Services
- 2012-612: Memorandum of Understanding w/Agrium U.S. Inc. for Security Camera System
- 2012-613: Emergency Replacement of New 800 MHZ Bi-Directional Amplifier
- 2012-614: Line Item Transfer, Fund No. 0000-101, Dept. 123
- 2012-615A: Contract w/Career Path Services for Adult Services
- 2012-615: Contract w/Career Path Services for Dislocated Worker Services
- 2012-616: Contract w/Career Path Services for National Emergency Grant Services
- 2012-617: Contract w/Career Path Services for In-School & Out-of-School Youth Services
- 2012-618: Transfer of Funds – Juvenile Fund 0115-101, Dept. 173 to Dept. 171 - \$33,181

There being no further business before the Board, the meeting adjourned at approximately 10:19 a.m.

Clerk of the Board

Chairman