

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, October 25, 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; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Assessor Bill Spencer; Treasurer Duane Davidson; Deputy Treasurer Erhiza Rivera; Facilities Manager Dan Waggoner; Clark Posey, Planning; Financial Analyst Paul Schut; IT Manager Teri Holmes; Sheriff Steve Keane; Undersheriff Jerry Hatcher; Auditor Brenda Chilton.

Approval of Minutes

The Minutes of October 18, 2016 were approved.

Consent Agenda

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

Auditor

- a. Surplus of Personal Property

District Court

- b. Line Item Transfer, Fund No. 0000-101, Dept. 111

Facilities

- c. Contract w/Booth & Sons Construction, Inc. for Tenant Improvements for WSU Extension
- d. Contract w/SimplexGrinnell, LP for Fire Sprinkler Testing & Maintenance

Fairgrounds

- e. Contract w/Frontier Fence, Inc. for Fence Repair

Human Services

- f. Amended Agreement #3 w/Domestic Violence Services Through Homeless Grant
- g. Records Transfer Agreement w/Greater Columbia Behavioral Health

h. Amended Agreement E w/St Dept of Commerce, Community Services & Housing for Emergency Solutions Grant

Juvenile

i. Agreement w/Reuters-West Publishing Corporation for Law Books

Prosecuting Attorney

j. Grievance Arbitration Settlement Agreement & Release

Public Works

k. Contract w/Granite Construction Co. for Meals Road Asphalt Repair Project

l. Contract w/Premier Excavation for Victoria Avenue Storm Water Project

m. Approval of Construction Plans of La Buena Vida Estates

n. Memorandum Amendment #1 w/Weed District No. 1 for Noxious Weed Control

Sheriff

o. Business Consultant Agreement w/Randall Barnes

p. Contract w/Cascade Engineering Services, Inc. for Diagnostics of Radar Devices

Sustainable Development

q. Participation Agreement w/Cities of Kennewick, Pasco, Richland & W Richland for Hanford Communities

r. Line Item Transfer, Fund No. 0135-101, Dept. 000

Pre-Budget Discussion

Loretta Smith Kelty gave a Powerpoint presentation to discuss the following:

2017-2018 Jail Cost Allocation Scenarios

- Revenue Sharing
 - Billable Expenditures - \$27.5 million
 - Benton County Percentage – 71.69% (\$19,708,430)
 - Bed Day Rate - \$86.58
- No Revenue Sharing
 - Billable Expenditures - \$35 million
 - Benton County Percentage – 78.52% (\$27,650,081)
 - Benton County's direct costs go up and cities go down
 - Bed Day Rate - \$84.14

Mr. Sparks said he asked the Sheriff's office for information so they could determine if there was incremental cost savings by having more prisoners; maybe this was not the right model or not the right size. However, the net effect of keeping the revenue was that Benton County's direct costs went up.

Commissioner Delvin discussed two options: 1) Use a 3-5 year average to come up with percentages and they would be billed monthly; or 2) the cities would buy a minimum amount of beds and if they went over, they would pay a bed day rate for going over.

Commissioner Beaver said he was interested in getting away from the fluctuation in revenue and he liked the percentage formula so they could get to a point where minimum costs were covered.

Chairman Small said he agreed that things had changed and costs had gone up and they needed to find a good system.

The Board agreed to look at a percentage formula based on a 3-5 average and if they went over that percentage, then a bed day rate.

Mr. Sparks discussed the proposed admin fee of 5% and said there was a study done at SECOMM that 7% was a good number so it depended on what was included. He said the Undersheriff's salary, time for public records requests and other ancillary programs were not currently included in the admin fee. The Board agreed to review it.

District Court – Filings v. Budgets

Ms. Smith Kelty presented the figures and said it was the same scenario. Mr. Sparks said the cities were using the Courts less and Benton County was left holding the difference. Mr. Sparks said you could almost track the budget deficit with the LFO docket and Superior Court

Ms. Smith Kelty recommended the Board amend the resolution adopting alternate dates for budget hearings to December 20 to adopt the budget. Mr. Sparks said they were still \$2.8 million from balancing; additionally, the Board still needed to make a decision on the levy rate since they could generate \$600,000 over the biennium if they kept the levy rate the same.

MOTION: Commissioner Delvin moved to approve the resolution amending the alternate dates for the budget hearings. Commissioner Beaver seconded and upon vote, the motion carried.

Mr. Brown requested the Board add an executive session to discuss pending litigation.

The Board agreed to move the Treasurer's budget discussion to Wednesday at the Justice Center.

The Board briefly recessed, reconvening at 9:48 a.m.

Executive Session – Pending Litigation

The Board went into executive session at 9:48 a.m. to discuss pending litigation with DPA Ryan Brown until 10:00 a.m. Also present were David Sparks, Loretta Smith Kelty and Cami McKenzie. The Board came out at 9:54 a.m. No decisions were made in executive session.

Account Payables

Check Date: 10/21/2016

Warrant #: 147097-147231
Total all funds: \$712,781.48

Transfer #: 10211601-10211608
Total all funds: \$1,071,372.76

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

Resolutions

- 2016-824: Surplus of Personal Property
- 2016-825: Line Item Transfer, Fund No. 0000-101, Dept. 111
- 2016-826: Contract w/Booth & Sons Construction, Inc. for Tenant Improvements for WSU Extension
- 2016-827: Contract w/SimplexGrinnell, LP for Fire Sprinkler Testing & Maintenance
- 2016-828: Contract w/Frontier Fence, Inc. for Fence Repair
- 2016-829: Amended Agreement #3 w/Domestic Violence Services Through Homeless Grant
- 2016-830: Records Transfer Agreement w/Greater Columbia Behavioral Health
- 2016-831: Amended Agreement E w/St Dept of Commerce, Community Services & Housing for Emergency Solutions Grant
- 2016-832: Agreement w/Reuters-West Publishing Corporation for Law Books
- 2016-833: Grievance Arbitration Settlement Agreement & Release
- 2016-834: Contract w/Granite Construction Co. for Meals Road Asphalt Repair Project
- 2016-835: Contract w/Premier Excavation for Victoria Avenue Storm Water Project
- 2016-836: Approval of Construction Plans of La Buena Vida Estates
- 2016-837: Memorandum Amendment #1 w/Weed District No. 1 for Noxious Weed Control
- 2016-838: Business Consultant Agreement w/Randall Barnes
- 2016-839: Contract w/Cascade Engineering Services, Inc. for Diagnostics of Radar Devices
- 2016-840: Participation Agreement w/Cities of Kennewick, Pasco, Richland & W Richland for Hanford Communities
- 2016-841: Line Item Transfer, Fund No. 0135-101, Dept. 000
- 2016-842: Amending the Alternate Dates for Budget Hearings – 2017-2018 Biennium

There being no further business before the Board, the meeting adjourned at approximately 9:54 a.m.

Clerk of the Board

Chairman