

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, April 8, 2014, 9:00 a.m.  
Commissioners' Conference Room  
Benton County Courthouse, Prosser, WA

**Present:** Chairman James Beaver  
Commissioner Jerome Delvin  
Commissioner Shon Small  
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 Kely; Adam Fyall, Sustainable Development Manager; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Public Works Manager Steve Becken; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Jacki Lahtinen, District Court; Clerk Josie Delvin; Bob Woody, IT; County Engineer Daniel Ford; Eric Hsu, Office of Public Defense Manager.

#### Approval of Minutes

The Minutes of April 1, 2014 were approved.

#### Consent Agenda

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

#### Auditor

- a. Agreement w/State of WA Office of the Secretary of State for Document Preparation & Imaging Services

#### Commissioners

- b. Setting Dates for 2015-2016 Biennium Budget Hearings
- c. Grant Agreement w/WA State Dept of Archaeology & Historic Preservation for Courthouse Rehabilitation

#### Fairgrounds

- d. Contract w/Sierra Electric, Inc. for As Needed Electrical Repairs

#### Human Services

- e. Line Item Transfer, Fund No. 0108-101, Dept. 504
- f. Line Item Transfer, Fund No. 0108-101, Dept. 560
- g. Line Item Transfer, Fund No. 0108-101, Dept. 504, 560 & 564
- h. Agreement w/Safe Harbor Crisis Nursery for Ten Year Homeless Housing Plan

- i. Amended Agreement, #BFCRUS-11/13-04, w/Greater Columbia Behavioral Health for Mental Health Services
- j. Amended Agreement, #BFCRUP-11/13-05, w/Greater Columbia Behavioral Health for Mental Health Services

### **Information Technology**

- k. Payment Authorization to Novacoast for Software Licenses and Maintenance Services

### **Personnel**

- l. Personnel Policies & Procedures for Elected Officials & Non-Bargaining Employees; Rescinding Resolutions 09-618 & 10-291
- m. Agreement w/Pricewaterhousecoopers LLP to Provide Actuarial Review

### **Public Works**

- n. Purchase Authorization of Two Valve Replacements from Western Integrated Technologies
- o. Contract w/Granite Construction Company for Bituminous Surface Treatment
- p. Purchase of Petroleum Products for Bulk Diesel Fuel from Byrnes Oil Company
- q. Purchase of Traffic Sign Materials from Traffic Safety Supply
- r. Purchase of 3 Ford Pickups from Legacy Ford
- s. Adoption of Final Draft Update for Benton County Solid Waste; Rescinding Resolution 2014-207

### **Sustainable Development**

- t. Authorization to Proceed w/Application for Grant Assistance for Acquisition of Properties on Candy Mountain

### **Office of Public Defense - Annual Update**

Eric Hsu gave his annual update and briefly highlighted the following:

- District Court – trend is substantial reduction in District Court; arraignment docket representation continues to work well and continues to be resolved during this docket;
  - Financial Update - finished 2013 just slightly over budget but anticipated they would finish 2014 with a budget surplus;
- Superior Court – trend was not very remarkable – roughly equal – what was remarkable was number of homicide cases filed and referred (6 new homicide cases filed);
  - Financial Update – slightly below budget in contract cases (due in part to conversion to “by the case”); did exceed in miscellaneous professional services (for investigations driven by the large volume of homicide cases).
- Juvenile Justice – OPD entered into an agreement with Juvenile Justice to move toward taking over management of Juvenile public defense contracts; will take place in two stages
- Goals & Objectives
  - Enhance Mission Accountability
  - Streamline Communication Channels
  - Maximize Audit Accountability
  - Overhaul Website
  - Provide at Least 12 Hours of CLE Training
  - Develop and Implement Weighting System
  - Develop and Implement Policies and Protocols

- 2014 – Goals
  - Develop anonymous way to provide feedback for how Office of Public Defense is doing
  - Improve processing time for funding requests (within 3 days)
  - Mentorship program
  - Contract Compliance
  - Switch all forms over to Adobe Acrobat (fillable forms)
  - Will be working with parties regarding case of (Wilbur v. City of Mt. Vernon) and what lessons can be learned to improve public defense
  - 15 CLE Hours
  - Staff growing supervisory skills - will receive training

### **Hanford Site Lands Discussion**

Carl Adrian, TRIDEC and Kris Watkins, Tri-Cities Visitor & Convention Bureau, presented the Hanford Area Community Vision Executive Summary as prepared by MacKay & Sposito from a series of public hearings and covered the following topics:

- Economic development
- Access and recreation
- Education
- Conservation

Mr. Adrian said it was their intent to go to public entities and hopefully get letters of endorsement for the conceptual plan and community vision.

Commissioner Delvin asked if there was conflict with the Rivers to Ridges folks and Mr. Adrian stated that regardless of who managed the site, he felt they were all in agreement and wanted the same thing.

Chairman Beaver said his biggest concern was a message from a certain group to a Senator saying they were the voice of this project.

Ms. Watkins said she felt much of the plan related to access and recreation and respect for the lands, and that the groups were on the same page but they just needed to have the conversation. Additionally, she stated that both of their Board of Directors endorsed this concept.

Adam Fyall said the DOE site manager would be coming before the Board next week and that might be a good time to formulate Benton County's response.

Mr. Adrian said their request was to have the County endorse the plan and have the Chairman sign a letter of endorsement so they could move forward.

### **Unscheduled Visitors**

Dan Denchell discussed HB 1632 regarding rural ATV vehicles being allowed to ride on roads and said the State and City of Prosser had adopted this and asked if the County would consider adopting this as well.

### **Other Business**

Shon Small provided a copy of HB 1632 and asked the Board to review and see if it was interested; he said he felt it would be a good idea.

Commissioner Delvin said he was originally involved in the legislation and believed it would work in certain areas in the county and was worth taking a look at it.

Commissioner Delvin stated it was National Crime Victims Week and he served on that board. Additionally, he asked the Board if it wanted talk to the Auditor regarding Mr. Martin's request for Performance Audits so they could give him an answer. Commissioner Small said there was a meeting with Mr. Martin and the Treasurer and he believed it was pretty informative.

Commissioner Beaver said he told Mr. Martin the County had its exit conference with the State Auditor and they personally received an audit every four years. He said he didn't know if they wanted to spend another \$40,000 to \$50,000 for an additional audit.

Commissioner Delvin suggested they send a formal letter from the Board to respond instead of individual conversations. The Board agreed.

Commissioner Small said he would be attending a closing Q & A meeting this evening regarding the natural gas plant explosion in Plymouth.

### **Executive Session – Performance of Public Employee**

The Board went executive session at 10:12 a.m. for up to 15 minutes to discuss the performance of a public employee. Present were David Sparks, Loretta Smith Kelty and Cami McKenzie. The Board came out at approximately 10:27 a.m. The Board stated it discussed the performance of a public employee but took no action.

### **Vouchers**

Check Date: 04/04/2014

Payroll Checks

Warrant #: 237033-237127

Direct Deposit #: 92965-93563

Total all funds: \$2,099,332.71

Payroll Deductions  
Taxes #: 10114041-10114049  
Warrant #: 99753-99772  
Total all funds: \$2,152,354.88

Check Date: 04/04/2014

Warrant #: 99313-99610  
Total all funds: \$6,028.31

Warrant #: 99619-99752  
Total all funds: \$493,034.97

Transfers #: 040401-040407  
Total all funds: \$61,306.72

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

### **Resolutions**

- 2014-295: Agreement w/State of WA Office of the Secretary of State for Document Preparation & Imaging Services
- 2014-296: Setting Dates for 2015-2016 Biennium Budget Hearings
- 2014-297: Grant Agreement w/WA State Dept of Archaeology & Historic Preservation for Courthouse Rehabilitation
- 2014-298: Contract w/Sierra Electric, Inc. for As Needed Electrical Repairs
- 2014-299: Line Item Transfer, Fund No. 0108-101, Dept. 504
- 2014-300: Line Item Transfer, Fund No. 0108-101, Dept. 560
- 2014-301: Line Item Transfer, Fund No. 0108-101, Dept. 504, 560 & 564
- 2014-302: Agreement w/Safe Harbor Crisis Nursery for Ten Year Homeless Housing Plan
- 2014-303: Amended Agreement, #BFCRUS-11/13-04, w/Greater Columbia Behavioral Health for Mental Health Services
- 2014-304: Amended Agreement, #BFCRUP-11/13-05, w/Greater Columbia Behavioral Health for Mental Health Services
- 2014-305: Payment Authorization to Novacoast for Software Licenses and Maintenance Services
- 2014-306: Personnel Policies & Procedures for Elected Officials & Non-Bargaining Employees; Rescinding Resolutions 09-618 & 10-291
- 2014-307: Agreement w/Pricewaterhousecoopers LLP to Provide Actuarial Review
- 2014-308: Purchase Authorization of Two Valve Replacements from Western Integrated Technologies
- 2014-309: Contract w/Granite Construction Company for Bituminous Surface Treatment
- 2014-310: Purchase of Petroleum Products for Bulk Diesel Fuel from Byrnes Oil Company
- 2014-311: Purchase of Traffic Sign Materials from Traffic Safety Supply
- 2014-312: Purchase of 3 Ford Pickups from Legacy Ford

- 2014-313: Adoption of Final Draft Update for Benton County Solid Waste; Rescinding Resolution 2014-207
- 2014-314: Authorization to Proceed w/Application for Grant Assistance for Acquisition of Properties on Candy Mountain

There being no further business before the Board, the meeting adjourned at approximately 10:27 a.m.

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Clerk of the Board

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Chairman