

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, May 7, 2013, 9:00 a.m.  
Commissioners' Conference Room  
Benton County Courthouse, Prosser, WA

**Present:** Chairman Shon Small  
Commissioner James Beaver  
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 Kely; Adam Fyall, Sustainable Development Manager; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Public Works Manager Steve Becken; County Engineer Daniel Ford; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Jacki Lahtinen, District Court; Teri Holmes, Ken Denn, and Robert Heard, Central Services; Nick Kooiker, Treasurer; Clerk Josie Delvin; Auditor Brenda Chilton; RJ Lott, Planning; Ed Thornbrugh, Human Services; Dean Docken, Facilities; Rosie Sparks and Aileen Coverdell, Auditor's Office.

#### Approval of Minutes

The Minutes of April 30, 2013 were approved.

#### Agenda Approval

Chairman Small requested item "b" (Architectural & Engineering – HVAC Design) be pulled for discussion.

#### Consent Agenda

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

#### Commissioners

- a. Authorization for Architectural & Engineering Services for Courthouse Improvements

#### Human Services

- c. Amended Agreement w/Salvation Army to Provide Housing & Services
- d. Amended Agreement for the Housing and Essential Needs Grant

#### Personnel

- e. Denial of County Claim CC 2013-04

### **Planning**

- f. Short Plan Vacation 12-04

### **Public Works**

- g. Property Segregation for C.R.I.D. #15; Amending Resolution 2013-329
- h. Amendment No. 1 for C.R.A.B. Agreement-Nine Canyon Phase 2 – Beck Rd. to Mills Rd.
- i. C.R.A.B. Agreement – Nine Canyon Road Phase 3 – Coffin Rd. to Beck Rd.
- j. Appropriated Sums for Bituminous Surface Treatment 2013
- k. Approving the Updated Benton County Public Works Organizational Chart

### **Sheriff**

- l. Line Item Transfer, Dept. 121
- m. Purchase of Patrol K-9 Dog
- n. Authorization to Purchase Ammunition from San Diego Police Equipment Company

### **Item “b” - Architectural & Engineering – HVAC Schematic Design**

Chairman Small said he knew there were problems with the air conditioning system and that this was originally brought up in December 2012. He asked if anything in the design had changed since that time or if there were additional fees above the \$38,750.00; additionally, he noted the upgrades could cost up to \$1.5 million.

Mr. Docken said he talked to the architect just this morning and was told it was a pretty in depth study. They would be looking at each room, would bring in structural and mechanical consultants, and look at individual loads. He said once the design was done, they would be ready to go to bid based on estimates. He commented that the original HVAC system was commissioned in 1986. Commissioner Beaver asked about air quality issues being addressed and Mr. Sparks said he believed the new system would improve circulation and quality in the building.

**MOTION:** Commissioner Delvin moved to approve item “b” as presented. Commissioner Beaver seconded and upon vote, the motion carried unanimously.

### **Public Hearing - SPV 13-03**

R.J. Lott said the On March 12, 1991, Short Plat 1723 was recorded, which created 2 Lots. Short Plat 1723 included a 20-foot drainage easement in the East half of both lots. In 1993, a boundary line adjustment added the West 75 feet of Lot 1 of Short Plat 1723 to Lot 1 of Short Plat 1883. The owners of Lot 1 of Short Plat 1883 have submitted an application requesting that a portion of the easement noted above be vacated off of the face of Lot 1 of Short Plat 1723 and relocated approximately 10 feet to the West.

He said that all concerned agencies were notified and the Public Works Department said the new drainage easement must be 20 feet wide. He said the Planning Department recommended approval of the proposed vacation, conditioned on the new portion of the drainage easement be at least 20 feet in width, recorded with the Auditor, and a profile drawing with a legal description of the drainage easement be presented to the Public Works Department.

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

**MOTION:** Commissioner Beaver moved to approve the vacation of SPV 13-03 as recommended with conditions. Commissioner Delvin seconded and upon vote, the motion carried unanimously.

### **Benton City Economic Development Council – Quarterly Update**

Bea Baker updated the Board on the following projects in Benton City:

- Numerous investors and promoters looking at the land
- New businesses - mercantile opened up (in old fire station) and fertilizer company; U-Haul; new newspaper;
- Roundabout coming;
- Events
  - Car show – money goes to youth organizations
  - Vineyard City arts festival

### **Hanford Cleanup Budget Update**

Adam Fyall briefed the Board on materials that were submitted at the recent Energy Communities Alliance (ECA) peer exchange in Washington DC that he and Commissioner Beaver attended. He highlighted items of interest to the Tri-cities relating to cleanup funding, work schedules and jobs at Hanford.

Commissioner Beaver suggested the Board send a gentle reminder to the Governor that Benton County was not interested in new tanks and would like to have continued support for Hanford Cleanup. Mr. Fyall said as the cleanup caucus shrank that was pushing for cleanup, it was important to stress that cleanup strategies remain in place.

### **2011-2012 Expenditure and Revenue Budget Discussion**

Keith Mercer presented the 2011-2012 budget highlights for discussion. He said the 2011-2012 budget had \$3.6 million unexpended or 96.9% used, with the majority from salaries (due to attrition). Commissioner Delvin asked if there were any budget standards out there and if 96.9% fit that standard. Mr. Sparks stated in the past the County had been at 7% to 8% unexpended but they had been holding a pretty tight base line and if they were at the 2-4% range, they were pretty good. He commented they had also had a savings on retirement during that budget that was not expected.

Commissioner Beaver said the County had been putting money into IT improvements and needed to continue to invest in development so it could lower its operating overhead; he said he was in favor of using resources to modernize.

Commissioner Delvin suggested the Board take a day to have a workshop/retreat and work on creating a five-year plan.

David Sparks stated that it was imperative for labor negotiations to keep costs down so they could keep the overhead down. He said he would be working with the Treasurer and Auditor to create a mid-biennium report after they looked at taxes and it would be a good opportunity to have a workshop at that point during mid-biennium.

Chairman Small said Mr. Sparks and the County had done a good job taking advantage of attrition by taking time to evaluate positions when somebody left to see if those tasks could be given to others or if the position was really needed.

Mr. Mercer then discussed revenues and said with the retail/use tax they deliberately budgeted low because they didn't want to balance the budget on money received from stimulus funds. The revenue came in \$3.7 million over budget. Mr. Sparks said they backed out the stimulus money and based on figures the stimulus money was about \$2 million. He said by far the biggest unknown revenue for the County was sales tax. Additionally, most of the union contracts had openers for 2014 and most also included one-time payments to the employees; part of the leftover was for capital, but part was for employees.

### **Voice Network Upgrade Presentation**

Kenn Denn gave a presentation on a new voice network upgrade. He said the current lease ended in March 2014 and they had been leasing for the past 10 years. He said they currently had four separate networks and had been working on a solution to resolve some of their current issues. He said a consolidation of the network would reduce the number of components needed by 50-60%, would have a single centralized management interface system and would reduce the cabling network; he said they designed a new system that had a single point of failure, a lifetime warranty, and easily a 10-year solution.

Commissioner Delvin asked what the new system would do for the average user and Mr. Denn said it would be seamless to the user but the biggest savings would be energy and footprint reduction. The final capital cost would be approximately \$1,385,000.

Mr. Sparks said at the time they looked at the current system, the cost to buy was \$5 million, which is why they decided to lease and costs have gone down considerably.

Chairman Small asked the down side would be and Mr. Denn said the downside would be staying with the current system (currently have 10 different phones in the county; with the proposed system would be only three different phones). He said that Cisco was a statewide and national standard and this would bring Benton County into line with what everyone else was doing. Additionally, it would address many of the issues in the capital improvement plan.

Mr. Dennis said the cost was \$1.3 million to purchase and set up and after that would be annual costs for hardware warranty and a monthly service cost of \$3200.

The Board agreed to move forward.

### **Commissioner Assignment Update**

Commissioner Delvin said he attended a groundwater meeting in Yakima with Mike Shuttleworth regarding exempt wells and groundwater issues. They were still working on the MOU and working with Mr. Shuttleworth on how they might deal with the exempt well issue if it happened. Additionally, he attended a Transit Board meeting, met with some folks who had water rights for sale, and attended a Risk Pool class.

Commissioner Beaver said he attended a Council of Governments meeting, chamber meeting, and TRIDEC.

**MOTION:** Commissioner Beaver moved to approve Jerome Delvin as the WSAC Board member appointment and himself as the alternate. Chairman Small seconded and upon vote, the motion carried.

Chairman Small said he attended the Greater Columbia Behavioral Health (GCBH) meeting; he then requested Mr. Thornbrugh come talk to the Board. Mr. Thornbrugh said that Chelan and Douglas Counties were their own Regional Support Network but were having financial issues and looking for partnerships. He said it was his recommendation this would not be a good partnership. Additionally, there was a contract amendment request by the Division of Behavioral Health & Recovery and they asked the GCBH to sign stating they would get it amended at a later date. Commissioner Small was the only no vote (9/1) on that issue.

Chairman Small said he also attended meetings for Metro Drug Task Force, PEDDA, and the swearing in ceremony for new Superior Court Judge Sal Mendoza.

### **Vouchers**

Check Date: 05/03/2013  
Warrant #: 79802-80045  
Total all funds: \$5,601.82

Check Date: 05/03/2013  
Warrant #: 80058-80163  
Total all funds: \$225,482.59

Check Date: 05/03/2013  
Warrant #235565-235669  
Direct Deposit #: 83756-84355  
Total all funds: \$2,043,173.53

Check Date: 05/03/2013  
Taxes #: 10113051-10113059  
Warrant #: 80164-80183

Total all funds: \$2,024,342.09

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

**Resolutions**

- 2013-349: Authorization for Architectural & Engineering Services for Courthouse Improvements
- 2013-350: Amended Agreement w/Salvation Army to Provide Housing & Services
- 2013-351: Amended Agreement for the Housing and Essential Needs Grant
- 2013-352: Denial of County Claim CC 2013-04
- 2013-353: Short Plan Vacation 12-04
- 2013-354: Property Segregation for C.R.I.D. #15; Amending Resolution 2013-329
- 2013-355: Amendment No. 1 for C.R.A.B. Agreement-Nine Canyon Phase 2 – Beck Rd. to Mills Rd.
- 2013-356: C.R.A.B. Agreement – Nine Canyon Road Phase 3 – Coffin Rd. to Beck Rd.
- 2013-357: Appropriated Sums for Bituminous Surface Treatment 2013
- 2013-358: Approving the Updated Benton County Public Works Organizational Chart
- 2013-359: Line Item Transfer, Dept. 121
- 2013-360: Purchase of Patrol K-9 Dog
- 2013-361: Authorization to Purchase Ammunition from San Diego Police Equipment Company
- 2013-362: Architectural & Engineering – HVAC Schematic Design

There being no further business before the Board, the meeting adjourned at approximately 10:31 a.m.

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Clerk of the Board

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Chairman