

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, December 2, 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; DPA Kyla Bennett-Marshall; Paul Schut, Commissioners' Office; R.J. Lott, Planning; Assistant County Engineer Matt Rasmussen; Lee Rawlings, Public Works; Teri Holmes, IT Department; Treasure Duane Davidson; Steve Brown and Dale Wilson, Building Department.

#### Approval of Minutes

The Minutes of November 18, 2014 were approved.

#### Review Agenda

Consent Agenda items "s" and "t" were pulled per Eric Hsu's request. Additionally, an executive session per RCW 42.30.140 was added to the agenda.

#### Consent Agenda

**MOTION:** Commissioner Small moved to approve the consent agenda items "a" through "ggg", pulling "s" and "t" (OPD Agreement w/M. Trombley and C. Bennett). Commissioner Delvin seconded and upon vote, the Board approved the following:

#### Animal Control

- a. Line Item Transfer, Fund No. 0000-101, Dept. 137
- b. Establishment of Impounded Fee for Impounded Dogs

#### Commissioners

- c. 2015 – 2016 Budget Letter
- d. Reappointment of R Bricker to the Kiona Irrigation District Board of Directors

#### District Court

- e. Agreement w/State of WA Administrative Office of Courts for Interpreter Services

### **Facilities**

- f. Amended Contract w/Fire Systems West, Inc. for Annual Fire Alarm Inspections
- g. Contract Amendment w/Design West Architects for Engineering Services

### **Fairgrounds**

- h. Payment Authorization to Pepsi-Cola Bottling for Electronic Reader Board Sign

### **Human Services**

- i. Approval of Purchase of Bus Tickets and Passes From Ben Franklin Transit
- j. Amended Agreement w/J Dorsett for Community Prevention Coordinator Services
- k. Amended Agreement w/K Larsen for Community Prevention Coordinator Services
- l. Amended Agreement w/Housing Authority of City of Kennewick; #2013-HHAA-KHA
- m. Grant Agreement w/Housing Authority of City of Kennewick; #2060-2013-KHA

### **Information Technologies**

- n. Purchase Authorization of Dell Optiplex 9020 Tower Workstation for Sheriff Custody
- o. Purchase of Dell Optiplex 9020 Workstation for Facilities
- p. Purchase of Dell Optiplex 9020 Workstation for Sheriff Training Room
- q. Purchase of Win-Cams Engineering Module from Cascade Software Systems for Public Works
- r. Purchase of Sheriff Patrol Laptops, Docking Stations, Accessories

### **Office of Public Defense**

- u. Compensation Authorization for D Purcell for Defense Services in District Court
- v. Amended Agreement w/A Rado for Additional District Court Services in 2014
- w. Agreement w/WA St Office of Civil Legal Aid for Reimbursement of Costs
- x. Line Item Transfer, Fund No. 0000-101, Dept. 136
- y. Maintenance Agreement w/WA State Dept of Transportation for Signage @ State Route 240
- z. Boundary Line Adjustment for Creation of New Parcel @ Horn Rapids Park

### **Personnel**

- aa. Line Item Transfer, Fund No. 0000-101, Dept. 127
- bb. Line Item Transfer, Fund No. 0504-101, Dept. 000
- cc. 2015 Holiday & Hours of Business

### **Planning**

- dd. Appreciation Letters to Benton County Board of Adjustment Members
- ee. Line Item Transfer, Fund No. 0000-101, Dept. 116

### **Prosecuting Attorney**

- ff. Line Item Transfer, Fund No. 0120-101, Dept. 000
- gg. Line Item Transfer, Fund No. 0000-101, Dept. 117
- hh. Line Item Transfer, Fund No. 0000-101, Dept. 117
- ii. Agreement w/WA State Council of County & City Employees, Representing Appraisers

### **Public Works**

- jj. Line Item Transfer, Fund No. 0101-101, Dept. 500
- kk. Line Item Transfer, Fund No. 0501-101, Dept. 650
- ll. Purchase Authorization of Auger Attachment from Western States Company
- mm. Award of Contract to DeAtley Crushing Company for Crushing & Stockpiling
- nn. Equipment Maintenance Agreement w/City of Grandview

### **Sheriff**

- oo. Contract Modification w/ Department of Energy for Law Enforcement Services

- pp. Contract w/Signs & Wonders dba/Fastsigns for Vehicle Decals
- qq. Contract Amendment w/Keefe Commissary Network for Inmate Commissary Services
- rr. Memorandum Of Understanding w/Health Care Authority & Lourdes Counseling Center for Inmate Medicaid Enrollment
- ss. Request for Consent of Assignment from Blumenthal Uniform Co. For Employee Uniforms
- tt. Amended Contract w/Bergstrom Aircraft, Inc. Aircraft Maintenance
- uu. Agreement w/Bob Barker Co., Inc. for Inmate Supplies
- vv. Agreement w/Crown Paper & Janitorial, Inc. for Paper & Glove Supplies
- ww. Agreement w/Galls, LLC for Class A Employee Uniforms
- xx. Agreement w/911 Supply, LLC for Employee BDU Uniforms
- yy. Memorandum Of Understanding w/US Marshal Services Violent Offender Task Forces
- zz. Line Item Transfer, Fund No. 0000-101, Dept. 118
- aaa. Line Item Transfer, Fund No. 0000-101, Dept. 119
- bbb. Line Item Transfer, Fund No. 0000-101, Dept. 120
- ccc. Line Item Transfer, Fund No. 0000-101, Dept. 121
- ddd. Line Item Transfer, Fund No. 0000-101, Dept. 125

**Workforce Development Council**

- eee. Contract w/Career Path Services for Youth Services
- fff. Contract w/Career Path Services for Dislocated Worker Services
- ggg. Contract w/Career Path Services for Adult Services

**Public Hearing – Subdivision Vacation – SV 2014-001**

R.J. Lott said the Planning Department received a request for the vacation of a 15-foot irrigation easement in the Hillview Estates Subdivision by David Price.

He indicated they received no adverse comments and wanted to recommend approval of the vacation. Since the applicant and CID had already recorded a release of the easement document with the County Auditor, there would not be any conditions.

**Testimony**

David Price, applicant and homeowner spoke in favor. He said they recently adopted seven children and needed more room on their property.

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

**MOTION:** Commissioner Small moved to approve the vacation of the 15-foot irrigation easement located adjacent to the 10-foot utility easement along the East property boundary of Lot 5, Block 1 of the Hillview Estates Subdivision, records of Benton County, Washington. Commissioner Delvin seconded and upon vote, the motion carried unanimously.

## **Public Hearing – Budget Adjustments – 2013-2014 Budget**

Loretta Smith Kelty presented budget adjustments to the Treasurer’s Investment Pool in the amount of \$5,000 and the Current Expense Fund, Dept. 115 in the amount of \$6 million for the operating transfer per budget policy.

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

**MOTION:** Commissioner Small moved to approve the budget adjustment to the 2013-2014 Treasurer’s Investment Pool Fund 0109-101 in the amount of \$5,000. Commissioner Delvin seconded and upon vote, the motion carried.

**MOTION:** Commissioner Small moved to approve the budget adjustment to the 2013-2014 Current Expense Fund Dept. 115 in the amount of \$6 million. Commissioner Delvin seconded and upon vote, the motion carried.

## **Building Department/Animal Control Update**

Steve Brown and Dale Wilson gave a Powerpoint presentation and briefly discussed the following:

- Building Permit activity through October, 2014 and Revenue
- Animal Control stats including adoptions, euthanized animals, returned to owner, transferred out (working with organizations), dogs in facility, monthly intake, trial, fostered out, and average length of stay
- Working on adoptions with Petsmart and visiting at retirement homes along with Sheriff’s office (volunteer effort)
- Code Enforcement stats including cases, violations, citations, and criminal prosecution

## **Planning Department Update**

Mike Shuttleworth gave a Powerpoint presentation and updated the Board on the following:

- Permit Activities
- Hearings Examiner
- Shoreline Master Plan Update
- 2017 Comprehensive Plan Update

## **Snow & Ice Control Policy Discussion**

Dan Ford submitted the proposed policy for snow and ice control. He said they were working on prioritizing their routes with the ability to change priorities based on different snow levels in the county. They were also working on putting information out on the internet for the public’s access.

Mr. Rasmussen indicated they had researched different policies, including WSDOT's in coming up with the proposed policy and it was not intended to provide bare clear roadways.

The Board indicated it was pleased with the policy as presented.

### **Unscheduled Visitors**

Carol Moser, BF Community Health Alliance and Wes Luckey, Director of WA Health Benefit Exchange via/video conference thanked the Board for its approval of the MOU between the Benton County Jail, Health Care Authority, and Lourdes. Mr. Luckey said it would provide a service for inmates who have no health insurance coverage that wanted to apply for Medicaid through the Washington Health Benefit Exchange.

The Board briefly recessed, reconvening at 9:56 a.m.

Commissioner Small requested an executive session per RCW 42.30.140.

### **Executive Session**

The Board went into executive session at 9:57 a.m. for approximately 20 minutes to discuss or adopt a strategy or position to be taken by Benton County in the course of bargaining. Also present were David Sparks, Cami McKenzie, Ryan Brown, Kyla Bennett-Marshall, Loretta Smith Kelty and Steve Hallstrom via/videoconference. The Board came out at 10:18 a.m. No decisions were made.

### **Vouchers**

Check Date: 11/26/2014

Transfers #: 112601-112611  
Total all funds: \$648,061.84

Warrant #: 112453-112584  
Total all funds: \$38,533.45

Warrant #: 112592-112768  
Total all funds: \$961,089.21

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

### **Resolutions**

2014-914: Line Item Transfer, Fund No. 0000-101, Dept. 137  
2014-915: Establishment of Impounded Fee for Impounded Dogs  
2014-916: Reappointment of R Bricker to the Kiona Irrigation District Board of Directors  
2014-917: Agreement w/State of WA Administrative Office of Courts for Interpreter Services

- 2014-918: Amended Contract w/Fire Systems West, Inc. for Annual Fire Alarm Inspections
- 2014-919: Contract Amendment w/Design West Architects for Engineering Services
- 2014-920: Payment Authorization to Pepsi-Cola Bottling for Electronic Reader Board Sign
- 2014-921: Approval of Purchase of Bus Tickets and Passes From Ben Franklin Transit
- 2014-922: Amended Agreement w/J Dorsett for Community Prevention Coordinator Services
- 2014-923: Amended Agreement w/K Larsen for Community Prevention Coordinator Services
- 2014-924: Amended Agreement w/Housing Authority of City of Kennewick; #2013-HHAA-KHA
- 2014-925: Grant Agreement w/Housing Authority of City of Kennewick; #2060-2013-KHA
- 2014-926: Purchase Authorization of Dell Optiplex 9020 Tower Workstation for Sheriff Custody
- 2014-927: Purchase of Dell Optiplex 9020 Workstation for Facilities
- 2014-928: Purchase of Dell Optiplex 9020 Workstation for Sheriff Training Room
- 2014-929: Purchase of Win-Cams Engineering Module from Cascade Software Systems for Public Works
- 2014-930: Purchase of Sheriff Patrol Laptops, Docking Stations, Accessories
- 2014-931: Compensation Authorization for D Purcell for Defense Services in District Court
- 2014-932: Amended Agreement w/A Rado for Additional District Court Services in 2014
- 2014-933: Agreement w/WA St Office of Civil Legal Aid for Reimbursement of Costs
- 2014-934: Line Item Transfer, Fund No. 0000-101, Dept. 136
- 2014-935: Maintenance Agreement w/WA State Dept of Transportation for Signage @ State Route 240
- 2014-936: Boundary Line Adjustment for Creation of New Parcel @ Horn Rapids Park
- 2014-937: Line Item Transfer, Fund No. 0000-101, Dept. 127
- 2014-938: Line Item Transfer, Fund No. 0504-101, Dept. 000
- 2014-939: 2015 Holiday & Hours of Business
- 2014-940: Appreciation Letters to Benton County Board of Adjustment Members
- 2014-941: Line Item Transfer, Fund No. 0000-101, Dept. 116
- 2014-942: Line Item Transfer, Fund No. 0120-101, Dept. 000
- 2014-943: Line Item Transfer, Fund No. 0000-101, Dept. 117
- 2014-944: Line Item Transfer, Fund No. 0000-101, Dept. 117
- 2014-945: Agreement w/WA State Council of County & City Employees, Representing Appraisers
- 2014-946: Line Item Transfer, Fund No. 0101-101, Dept. 500
- 2014-947: Line Item Transfer, Fund No. 0501-101, Dept. 650
- 2014-948: Purchase Authorization of Auger Attachment from Western States Company
- 2014-949: Award of Contract to DeAtley Crushing Company for Crushing & Stockpiling
- 2014-950: Equipment Maintenance Agreement w/City of Grandview
- 2014-951: Contract Modification w/ Department of Energy for Law Enforcement Services
- 2014-952: Contract w/Signs & Wonders dba/Fastsigns for Vehicle Decals
- 2014-953: Contract Amendment w/Keefe Commissary Network for Inmate Commissary Services
- 2014-954: Memorandum Of Understanding w/Health Care Authority & Lourdes Counseling Center for Inmate Medicaid Enrollment

- 2014-955: Request for Consent of Assignment from Blumenthal Uniform Co. For Employee Uniforms
- 2014-956: Amended Contract w/Bergstrom Aircraft, Inc. Aircraft Maintenance
- 2014-957: Agreement w/Bob Barker Co., Inc. for Inmate Supplies
- 2014-958: Agreement w/Crown Paper & Janitorial, Inc. for Paper & Glove Supplies
- 2014-959: Agreement w/Galls, LLC for Class A Employee Uniforms
- 2014-960: Agreement w/911 Supply, LLC for Employee BDU Uniforms
- 2014-961: Memorandum Of Understanding w/US Marshal Services Violent Offender Task Forces
- 2014-962: Line Item Transfer, Fund No. 0000-101, Dept. 118
- 2014-963: Line Item Transfer, Fund No. 0000-101, Dept. 119
- 2014-964: Line Item Transfer, Fund No. 0000-101, Dept. 120
- 2014-965: Line Item Transfer, Fund No. 0000-101, Dept. 121
- 2014-966: Line Item Transfer, Fund No. 0000-101, Dept. 125
- 2014-967: Contract w/Career Path Services for Youth Services
- 2014-968: Contract w/Career Path Services for Dislocated Worker Services
- 2014-969: Contract w/Career Path Services for Adult Services
- 2014-970: Approval of Vacation of Irrigation Easement; SV 2014-001
- 2014-971: Budget Adjustment to 2013-2014 Treasurer's Investment Pool Fund 0109-101
- 2014-972: Budget Adjustment to 2013-2014 Current Expense Fund Dept. 115

There being no further business before the Board, the meeting adjourned at approximately 10:18 a.m.

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Clerk of the Board

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Chairman