

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, May 20, 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 Kely; Adam Fyall, Sustainable Development Manager; Finance Manager Keith Mercer; Public Works Manager Steve Becken; County Engineer Daniel Ford; P DPA Ryan Brown; Auditor Brenda Chilton; Clerk Josie Delvin; Bob Woody, IT Department; Marianne Ophardt, WSU Extension; Lee Rawlings and Dan Mack, Public Works; RJ Lott, Planning; Mary Phillips, GIS; Sheriff Steve Keane; Clark Posey, Planning; Erhiza Rivera and Michelle Simpson, Treasurer; Mike Shuttleworth, Planning Manager.

Approval of Minutes

The Minutes of May 13, 2014 were approved.

Consent Agenda

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

Auditor

- a. Line Item Transfer, Fund No. 0111-101, Dept. 000

Commissioners

- b. Contract w/Tri City Herald as Official County Newspaper

Human Services

- c. Agreement w/Our Lady of Lourdes Hospital for Housing Services
- d. Amended Agreement w/Genesis Housing Services for Language Change
- e. Agreement w/Catholic Charities Housing Services for Construction of Homes
- f. Line Item Transfer, Fund No. 0154-101, Dept. 000
- g. Line Item Transfer, Fund No. 0154-101, Dept. 000

Public Works

- h. Bid Authorization for Nine Canyon Road
- i. Authorization of Examination of Financial Activities of Drainage Improvement District No. 10

- j. Purchase Authorization from Oxarc, Inc for Metal Bench Lathe
- k. Copier Lease Agreement w/Ricoh USA, Inc.
- l. County Road Easement w/State of WA Department of Natural Resources
- m. Line Item Transfer, Fund No. 0155-101, Dept. 000

Sheriff

- n. Line Item Transfer, Fund No. 0000-101, Dept. 120 to 119
- o. Line Item Transfer, Fund No. 0000-101, Dept. 120
- p. Line Item Transfer, Fund No. 0000-101, Dept. 121
- q. Line Item Transfer, Fund No. 0127-101, Dept. 000

Treasurer

- r. Contract w/Bid-4-Assets, Inc. for On-Line Property Tax Foreclosure Sales

Public Hearing - Short Plat Vacation – SPV 2014-003

R.J. Lott said the Planning Department received a request for vacation of a 20-foot River Access Easement on Lot 1 on Short Plat 2996 and 3404. Owners of property within 300 feet were notified, owners of the two lots within Short Plat 3404 signed the vacation application and all concerned agencies were notified of the proposal. He said that based on the information received, the Planning Department recommended approval of the proposed vacation.

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

MOTION: Commissioner Small moved to approve the vacation of the 20-foot river access easement on Lot 1 of Short Plat 2996 and 3404 of the records of Benton County. Commissioner Delvin seconded and upon vote, the motion carried.

Public Hearing – Short Plat Vacation – SPV 2014-004

R.J. Lott said the Planning Department received a request for vacation of four easements in the western portion of Lot 1 on Short Plat 3206. All concerned agencies were notified and they received a comment from Benton PUD requesting that a replacement 10-foot utility easement be located over the West 10 feet of Lot 1.

Based upon the information received, the Planning recommended approval of the vacation of the four easements on Lot 1 of Short Plat 3206 with the condition that applicant record the document with the County Auditor and record a new 10-foot utility easement as required by Benton PUD.

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

MOTION: Commissioner Small moved to approve the vacation of the easements located over the West 40 feet on Lot 1 of Short Plat 3206 except the South 45 feet thereof, conditioned upon the applicant recording a document that relinquished the underlying easements over the West 40 feet except the South 45 feet thereof and that the applicant record a 10-foot utility easement over the West 10 feet of Lot 1 of Short Plat 3206 with the Benton County Auditor. Additionally, the applicant would provide the Benton County Planning Department with a copy of the recorded documents prior to the signing of the resolution by the Board of County Commissioners. The

documents must be recorded within one year of the date of approval by the Benton County Board of Commissioners or this approval would be null and void.

Commissioner Delvin seconded and upon vote, the motion carried unanimously

Annual 4H Program Update

Marianne Ophardt and Natalie Kinnion updated the Board on the 4-H Program and highlighted the following:

- Master Gardeners were having Summer Solstice Celebration and 100 year anniversary
- 4-H members; over 400 adult volunteers, 157 4-H clubs, increase in family clubs
- 2012-2013 – 130 volunteers reported 19,725 volunteer hours (62,800 volunteer hours approximately - all local work); stats on benefits and positive impacts to 4-H members and other programs
- Shifting focus to partner with other youth groups to assist with non-traditional 4-H kids
- Grant from ConAgra – working with Foods/Nutrition and Family/Youth Specialists and Kennewick Parks & Rec., City of Connell and Pasco group (all kids would be non-traditional 4-H kids)
- Tracking graduated high school seniors that were 4-H members (53 last year); 95% were becoming contributing members of society by either working and or pursuing education and working
- 2/3 of program participants were actually in Benton County

New Kennewick Shop Facility

County Engineer Dan Ford and Dan Karas, USKH provided design plans for the Kennewick Maintenance Shop – Wiser Parkway and briefly discussed the following:

- Status update – 95% completion of construction document and submittal;
- Since last time meeting with Commissioners, efforts in developing project to higher level of detail:
 - meeting with users and addressing all their needs; using Prosser Shop as a reference – taking the things that worked well and streamlined, nail down the electrical to gain some efficiencies and keep things simple and functional; also being good neighbors; setting up to accommodate for future growth
- Schedule
 - May 27 – 100% submittal
 - May 29 – bidding begins
 - June 19 – bid opening
 - June 23 – Feb. 2015 – Construction

Finance Update Thru April

Keith Mercer provided a financial update through April, 2014 outlining the revenues and expenditures. Time elapsed through April, 2014 was (66.67%) with revenues totaling 63.64% and expenditures totaling 65.19%.

Tax Title Property - 1-1689-4BP-3984-003

Keith Mercer said the Treasurer's office had a foreclosure auction last November and there was one property that did not sell and it was now considered Tax Title property. He requested the Board authorize the property to be sold at the next auction and set the minimum bid at \$6,138.92, the unpaid taxes at the time of foreclosure.

MOTION: Commissioner Small moved to approve tax title parcel 1-1689-4BP-3984-003 be sold by public auction at the next foreclosure auction and the minimum bid shall be \$6,138.92. Commissioner Delvin seconded and upon vote, the motion carried unanimously.

Other Business

Commissioner Delvin said he received an email from WSAC about the Behavioral Health Regional Service area recommendation requesting each county submit a letter of the county's intent to remain in the current regional service area. The Board agreed.

MOTION: Commissioner Delvin moved to authorize the Chair to sign a letter concerning the State purchasing the mental health and chemical dependency services and that Benton County intended to remain within the current regional configuration. Commissioner Small seconded and upon vote, the motion carried.

Mr. Sparks requested the Board either discontinue or postpone its decision to go forward with an RFQ for the jail staffing analysis. He said they were currently in the middle of other RFQ's, including the Opto system and analyzing mental health issues in the jail and would be meeting to interview architects for the juvenile expansion. He said the Board just authorized the Sheriff to hire six new people and he had committed to working with the Sheriff during the budget to put together a custody budget based on the information they currently had. He said he wanted to put resources to work on operational issues instead of another RFQ and see where it would take them before they went in another direction.

The Board agreed. Additionally, Sheriff Keane from the audience said he agreed and that there were a lot of things to consider with the mental health issue and Opto and didn't want to complete an analysis until things were changed. He said he wanted to do it at some point but was in agreement with Mr. Sparks that it could be postponed.

Vouchers

Check Date: 05/15/2014

Payroll Draw Checks
Warrant #: 237236-237252
Direct Deposit #: 94403-94597
Total all funds: \$103,855.47

Payroll Draw Deductions
Taxes # 101140510
Total all funds: \$34,255.33

Check Date: 05/16/2014

Warrant #: 101489-101914
Total all funds: \$15,930.62

Transfers #: 051601-051612
Total all funds: \$1,422,760.67

Warrant #: 102077-102325
Total all funds: \$1,150,820.43

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

Resolutions

2014-395: Line Item Transfer, Fund No. 0111-101, Dept. 000
2014-396: Contract w/Tri City Herald as Official County Newspaper
2014-397: Agreement w/Our Lady of Lourdes Hospital for Housing Services
2014-398: Amended Agreement w/Genesis Housing Services for Language Change
2014-399: Agreement w/Catholic Charities Housing Services for Construction of Homes
2014-400: Line Item Transfer, Fund No. 0154-101, Dept. 000
2014-401: Line Item Transfer, Fund No. 0154-101, Dept. 000
2014-402: Bid Authorization for Nine Canyon Road
2014-403: Authorization of Examination of Financial Activities of Drainage Improvement District No. 10
2014-404: Purchase Authorization from Oxarc, Inc for Metal Bench Lathe
2014-405: Copier Lease Agreement w/Ricoh USA, Inc.
2014-406: County Road Easement w/State of WA Department of Natural Resources
2014-407: Line Item Transfer, Fund No. 0155-101, Dept. 000
2014-408: Line Item Transfer, Fund No. 0000-101, Dept. 120 to 119
2014-409: Line Item Transfer, Fund No. 0000-101, Dept. 120
2014-410: Line Item Transfer, Fund No. 0000-101, Dept. 121
2014-411: Line Item Transfer, Fund No. 0127-101, Dept. 000

2014-412: Contract w/Bid-4-Assets, Inc. for On-Line Property Tax Foreclosure Sales
2014-413: Vacation of 20-Foot River Access Easement On Lot 1 Of Short Plat 2996 & 3404;
Applicant - James Parker Exit 88 Orchard Estates - File Number SPV 2014-003

There being no further business before the Board, the meeting adjourned at approximately 9:47 a.m.

Clerk of the Board

Chairman