

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, January 8, 2013, 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; Personnel Manager Melina Wenner; Human Services Manager Ed Thornbrugh; Public Works Manager Steve Becken; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Central Services Manager Randy Reid; Treasurer Duane Davidson; Daniel Ford, County Engineer; Judge Craig Matheson; Superior Court Administrator Pat Austin; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Auditor Brenda Chilton; Lexi Wingfield, Personnel; DPA Steve Hallstrom.

Approval of Minutes

The Minutes of December 18, 2012 were approved.

Review Agenda

Chairman Beaver said there was a request to add an executive session to the agenda.

Consent Agenda

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

Assessor

- a. Line Item Transfer, Fund No. 0000-101, Dept. 101

Auditor

- b. Line Item Transfer, Fund No. 0000-101, Dept. 102
- c. Cancellation of Unclaimed Warrants

Building

- d. Line Item Transfer, Fund No. 0149-101, Dept. 000

Central Services

- e. Line Item Transfer, Fund No. 0502-101, Dept. 000

Clerk

- f. Line Item Transfer, Fund No. 0000-101, Dept. 106

Commissioners

- g. Line Item Transfer, Fund No. 0000-101, Dept. 115

District Court

- h. Line Item Transfer, Fund No. 0000-101, Dept. 111
- i. Line Item Transfer, Fund No. 0000-101, Dept. 111
- j. Line Item Transfer, Fund No. 0131-101, Dept. 000

Facilities

- k. Contract w/Moon Security Service, Inc. for Security Services
- l. Line Item Transfer, Fund No. 0000-101, Dept. 110
- m. Authorization the Prosecuting Attorney Office Remodel Project Be Paid Out of Capital Projects Fund, 0305-101, Dept. 000

Fairgrounds

- n. Fairgrounds Re-Organization

Human Services

- o. Line Item Transfer, Fund No. 0108-101, Dept. 551

Juvenile

- p. Contract w/A-One Refrigeration & Heating for Kitchen Equipment Repair Services
- q. Contract w/City of Benton City for Graffiti Abatement Program
- r. Contract w/City of Kennewick for Graffiti Abatement Program
- s. Contract w/Columbia Industries Company for Document Destruction
- t. Contract w/M Rudeen for Interpreter Services

Prosecuting Attorney

- u. Line Item Transfer, Fund No. 0120-101, Dept. 000

Public Works

- v. Public Hearing Authorizing Proposed Vacation of Improved Coats Road Right of Way
- w. Lease Agreement w/Ben Franklin Transit
- x. Interlocal Agreement w/Kennewick Irrigation District
- y. Purchase Authorization from Roadwise, Inc for Liquid De-Icer
- z. Contract w/DeAtley Crushing Company for Crushing & Stockpiling

Sheriff

- aa. Line Item Transfer, Fund No. 0000-101, Dept. 118
- bb. Line Item Transfer, Fund No. 0000-101, Dept. 119
- cc. Line Item Transfer, Fund No. 0000-101, Dept. 120
- dd. Line Item Transfer, Fund No. 0000-101, Dept. 120
- ee. Line Item Transfer, Fund No. 0126-101, Dept. 000
- ff. Line Item Transfer, Fund No. 0127-101, Dept. 000

Judicial Position

Judge Matheson and Pat Austin said they were back asking for support for the 7th judicial position in Superior Court. Judge Matheson said it was unfunded at this time and he presented a letter to the Board from all the judges indicating their understanding this was not a commitment for funding. If the Board approved, he requested the Commissioners sign one letter from Benton

County and the Superior Court Judges and one Bi-County letter to send to the legislature asking for their support.

Commissioner Small asked if the Judges were requesting additional personnel along with the 7th judicial position. Judge Matheson said that normally they have always asked for a court reporter, but this time they were not asking for a court reporter or bailiff. Commissioner Delvin asked about staffing requests from other departments and Judge Matheson said they were responding to the demand that was already there and he would anticipate they might receive a request from other departments, but he was not positive.

Ms. Austin said once they knew how the judge would be used and for what types of hearings, they could determine what impacts there might be to other departments. Judge Matheson said he thought they had at least five years to be able to use the position; once the funding was available from the County, it usually would come from the State.

MOTION: Chairman Beaver moved to approve signing the letters of support for the 7th judicial position. Commissioner Delvin seconded and upon vote, the motion carried unanimously.

Commissioner Board Assignments - 2013

The Board reviewed the Commissioner assignments for 2013 and Chairman Beaver suggested that Commissioner Small be Chairman. Additionally, Commissioner Delvin said he would be willing to take on water issues and any legislative assignments the Board didn't want. The Board then reviewed each assignment individually and agreed to assignments.

MOTION: Commissioner Small moved to approve the Organization of the Benton County Commissioners and staff for the Year 2013 as agreed. Commissioner Delvin seconded and upon vote, the motion carried.

Emergency Services Board

Commissioner Delvin said he understood the Board was mostly made up of city managers and wanted to suggest it be more of a "peer to peer" basis and maybe have one of the staff attend the meetings that knew the details since there had been funding issues in the past.

Commissioner Beaver said it was not the only Board that was comprised of elected officials and he did not have a problem with reviewing that issue. Commissioner Small said when there were financial issues, he brought those to the Board but maybe they could take a look at the bylaws or policies to see the particulars of what authorization there was. Commissioner Beaver said it was his opinion any time there was a discussion about money he wanted Mr. Sparks to be involved in the process.

Regular Board Meetings

Commissioner Delvin said he wanted to suggest meetings every other week or twice a month so they could have more substantial meetings. He also suggested department heads come in once a

month to talk about issues and invite elected officials in as well. Additionally, he was interested in having a monthly financial report be given to the Board.

Commissioner Beaver said they had tried different approaches including workshops and special meetings and so there were avenues for the Board to use. He said he would like to see how other departments and elected officials were approaching the mission of the Board regarding footprint reduction.

Commissioner Delvin said he thought it would benefit them to have more interaction with the staff and he could learn faces and names too. Commissioner Small agreed it would be a good idea. Mr. Sparks said he get a proposal to the Board.

Treasurer Duane Davidson, Clerk Josie Delvin, and Auditor Brenda Chilton all agreed it was a good idea to have an opportunity to come report to the Board on a regular basis and would not be a waste of time. Steve Becken said it was fine and it was tried before and then discontinued.

David Sparks said that what was missing before was the feedback on what the Board was looking for and it was important to receive that feedback so they knew how to make it usable for the Board. Commissioner Delvin said it would be helpful for the Board and the public to understand what the County was doing, the planning process and trends. He said for him it would be a learning experience and would give him a chance to ask questions.

Commissioner Delvin suggested it might be worth having a workshop to talk about goals for the County in the coming year and how it related to the budget. Commissioner Small suggested the February 5 to discuss goals and strategies 2013. The Board agreed.

Senator Appointment – 8th District

Commissioner Delvin said on January 17 the Benton County Republican Party PCO's were meeting to submit a list of three names to the Board. He proposed the Board hold a special afternoon meeting on January 28 to fill his vacated position and that person could start February 4 in Olympia as the appointed Senator so there would not be a gap in Olympia. The Board agreed.

Commissioner Assignment Update

Letter in Support – Federal Judge – Washington Eastern District

Commissioner Beaver presented a letter from TRIDEC to Senators Murray and Cantwell and Congressman Hastings requesting its support to maintain a full-time federal judge in Richland. Commissioner Beaver said he thought it was important for the Board to weigh in on this issue and recommended the Board write a letter in support.

MOTION: It was moved and seconded to approve sending a letter supporting the maintenance of a full-time federal judge in the Tri-Cities community. Upon vote, the motion carried unanimously.

Executive Session – Potential Litigation and Labor Negotiations

The Board went into executive session at 10:00 a.m. for approximately 30 minutes regarding potential litigation and labor negotiations. Present were DPA Steve Hallstrom, DPA Ryan Brown, Loretta Smith Kelty, Melina Wenner, David Sparks, and Cami McKenzie. The Board came out at 10:30 a.m. The Board went back into executive session for an additional 20 minutes. The Board came out at 10:50 a.m. Mr. Brown said they updated the Board on potential litigation and union negotiations and no action was taken.

Vouchers

Check Date: 12/14/2012
Warrant #: 70993-71214
Taxes #: 01161212
Procurement Cards #1212
Total all funds: \$1,466,796.29

Check Date: 12/18/2012
Warrant #: 235083
Total all funds: \$340.51

Check Date: 12/18/2012
Taxes #: 10112125
Total all funds: \$101.93

Check Date: 12/21/2012
Warrant #: 71216-71567
Warrant #: 71754-71953
Taxes #: 01011212, 05011212
Total all funds: \$670,770.88

Check Date: 12/28/2012
Warrant #: 72169-72365
Taxes #: 010112129
Total all funds: \$989,075.06

Check Date: 01/04/2013
Warrant #: 72433-72513
Total all funds: \$132,537.00

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

Resolutions

2013-001 Line Item Transfer, Fund No. 0000-101, Dept. 101

2013-002 Line Item Transfer, Fund No. 0000-101, Dept. 102
 2013-003 Cancellation of Unclaimed Warrants
 2013-004 Line Item Transfer, Fund No. 0149-101, Dept. 000
 2013-005 Line Item Transfer, Fund No. 0502-101, Dept. 000
 2013-006 Line Item Transfer, Fund No. 0000-101, Dept. 106
 2013-007 Line Item Transfer, Fund No. 0000-101, Dept. 115
 2013-008 Line Item Transfer, Fund No. 0000-101, Dept. 111
 2013-009 Line Item Transfer, Fund No. 0000-101, Dept. 111
 2013-010 Line Item Transfer, Fund No. 0131-101, Dept. 000
 2013-011 Contract w/Moon Security Service, Inc. for Security Services
 2013-012 Line Item Transfer, Fund No. 0000-101, Dept. 110
 2013-013 Authorization the Prosecuting Attorney Office Remodel Project Be Paid Out of
 Capital Projects Fund, 0305-101, Dept. 000
 2013-014 Fairgrounds Re-Organization
 2013-015 Line Item Transfer, Fund No. 0108-101, Dept. 551
 2013-016 Contract w/A-One Refrigeration & Heating for Kitchen Equipment Repair
 Services
 2013-017 Contract w/City of Benton City for Graffiti Abatement Program
 2013-018 Contract w/City of Kennewick for Graffiti Abatement Program
 2013-019 Contract w/Columbia Industries Company for Document Destruction
 2013-020 Contract w/M Rudeen for Interpreter Services
 2013-021 Line Item Transfer, Fund No. 0120-101, Dept. 000
 2013-022 Public Hearing Authorizing Proposed Vacation of Improved Coats Road Right of
 Way
 2013-023 Lease Agreement w/Ben Franklin Transit
 2013-024 Interlocal Agreement w/Kennewick Irrigation District
 2013-025 Purchase Authorization from Roadwise, Inc for Liquid De-Icer
 2013-026 Contract w/DeAtley Crushing Company for Crushing & Stockpiling
 2013-027 Line Item Transfer, Fund No. 0000-101, Dept. 118
 2013-028 Line Item Transfer, Fund No. 0000-101, Dept. 119
 2013-029 Line Item Transfer, Fund No. 0000-101, Dept. 120
 2013-030 Line Item Transfer, Fund No. 0000-101, Dept. 120
 2013-031 Line Item Transfer, Fund No. 0126-101, Dept. 000
 2013-032 Line Item Transfer, Fund No. 0127-101, Dept. 000
 2013-033 Organization of Benton County Commissioners - 2013

There being no further business before the Board, the meeting adjourned at approximately 10:50 a.m.

Clerk of the Board

Chairman