

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, August 7, 2012, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman James Beaver
Commissioner Shon Small
Commissioner Leo Bowman
County Administrator David Sparks
Alternate Clerk of the Board Marilu Flores

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; 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; County Engineer Malcolm Bowie; Treasurer Duane Davidson; Deputy Treasurer Eriza Rivera; DPA Ryan Brown; DPA Stephen Hallstrom; Clerk Josie Delvin; Auditor Brenda Chilton; District Court Administrator Jackie Lahtinen

Approval of Minutes

The Minutes of July 31, 2012 were approved.

Consent Agenda

MOTION: Commissioner Bowman moved to approve the consent agenda items. Commissioner Small seconded and upon vote, the Board approved the following:

Animal Control

- a. Line Item Transfer, Fund No. 0000-101, Dept. 137

Auditor

- b. Letter to Washington State Auditor's Office

Commissioners

- c. Line Item Transfer, Fund No. 0000-101, Dept. 107
- d. Authorization for Architectural & Engineering Services for the Benton County Fairgrounds Building Improvements
- e. Authorization for Architectural & Engineering Services for HVAC Analysis at Courthouse
- f. Contract w/Design West for Architectural & Engineering Services for Clerk's Lobby Remodel

- g. Contract w/Design West for Architectural & Engineering Services for District Court Remodel

Fairgrounds

- h. Temporary Pedestrian Bridge Agreement w/Benton Franklin Fair Association

Human Services

- i. Agreement w/City of Richland to Fund Transitional Rental Housing Units
- j. Agreement w/Columbia Veterans Coalition to Amend Contract Language

Prosecuting Attorney

- k. Contract w/P Fleming for Transcription Services

Public Works

- l. Payment Authorization to Edwards Auto Rebuild for Auto Repairs
- m. Award of Paving Marking to Road Products, Inc.
- n. Grant Agreement w/State of Washington Department of Ecology
- o. Memorandum of Understanding between Benton PUD and Benton County to Relocate Existing Power Lines

Sheriff

- p. Authorization to Purchase Uniforms from 911 Supply, LLC
- q. Agreement w/WA State Department of Corrections for Use of Jail Facilities
- r. Authorization for Purchase of Replacement Vehicles from Columbia Ford Mercury Lincoln

Capital Improvement Plan

Keith Mercer and Lisa Small presented the 2013 – 2018 Capital Improvement Plan (CIP). Mr. Mercer indicated that he had discussed the CIP with each commissioner individually. Projects that were noted as completed from the previous plan included:

- Jail Kitchen Dishwasher
- OPTO22 Control System
- District Court Remodel
- Storage Area Network (SAN) Expansion
- Voice System Transition
- Network Switches
- Benton County Health District Tenant Improvement for Human Services
- Benton County Animal Control Facility

New projects added to the 2013 – 2018 Capital Improvement Plan include:

- Courthouse Restrooms Remodel
- Courthouse Entryway Improvements
- New property tax and assessment system utilized by the Treasurer & Assessor's Office
- Restroom at the Fairgrounds

Commissioner Bowman commented that it was important to proceed with the safety upgrades at the Courthouse. However, he wanted to be sure those upgrades would not detract from the historical look and proper preservation of the Courthouse would be taken into consideration. Mr. Mercer mentioned that Facilities would be maintaining the historical look. Commissioner Beaver questioned whether the County was going to apply for historical grants in the future.

Ms. Small indicated that in the past, the County had and would apply again for these grants if the Board directed.

Commissioner Small acknowledged the great work and effort put into the CIP.

Being that the Board was in favor of moving forward to adopt the Capital Improvement Plan, Commissioner Bowman moved to adopt the 2013 - 2018 Benton County Capital Improvement Plan as presented. Commissioner Small seconded and upon vote, the Board approved.

Unscheduled Visitors

Commissioner Assignment Update

Commissioner Bowman brought up a letter received by the Benton County Mosquito Control Board advising our Board of a current member's non-attendance at meetings and their request to have this member removed. Commissioner Bowman suggested that our Board consider sending a letter to this member removing him from the Mosquito Board. Commissioner Bowman further indicated that our office had received an inquiry from a citizen willing to serve on the Mosquito Board. Commissioner Beaver indicated that we would proceed with taking the appropriate actions to appoint a new member.

Commissioner Bowman also attended the groundbreaking at KID.

Commissioner Small reported on Greater Columbia Behavioral Health. There was a motion made not to accept Grant County having a merger.

Commissioner Small attended the Prosser Economic Development Association meeting; met with Mr. Dan McDaniels at the Fairgrounds and commented on the good efforts being made by David Sparks, Loretta Smith Kelty and Dean Docken in having the Fairgrounds maintained in good shape in time for the Fair. Commissioner Small also attended the groundbreaking at KID and attended the Governor's attendance at the Clore Center in Prosser. Commissioner Small further acknowledged and showed his appreciation with our Central Services Department and their efforts in implementing the County's new Microsoft program.

Commissioner Beaver attended the KID groundbreaking. Commissioner Beaver handled a couple complaints and would be working through those issues. He further indicated that he appreciated the new bathrooms at the Fairgrounds and would like to see continued improvements there.

Vouchers

Check Date: 08/03/2012

Payroll Checks

Warrant #: 234511

Total all funds: \$1,463.58

Check Date: 08/03/2012
Warrant #: 62779 - 62936
Total all funds: \$1,176,204.66

Check Date: 08/03/2012
Payroll Deductions
Warrant #: 62937 - 62960
Total all funds: \$1,923,711.05
Taxes #10112081 - 10112085

Check Date: 08/03/2012
Payroll Checks
Warrant #: 234400 - 234510
Total all funds: \$2,129,139.46
Direct Deposit #76166 - 76768

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

Resolutions

- 2012-440 Line Item Transfer, Fund No. 0000-101, Dept. 137
- 2012-441 Line Item Transfer, Fund No. 0000-101, Dept. 107
- 2012-442 Authorization for Architectural & Engineering Services for the Benton County Fairgrounds Building Improvements
- 2012-443 Authorization for Architectural & Engineering Services for HVAC Analysis at Courthouse
- 2012-444 Contract w/ Design West for Architectural & Engineering Services for Clerk's Lobby Remodel
- 2012-445 Contract w/ Design West for Architectural & Engineering Services for District Court Remodel
- 2012-446 Temporary Pedestrian Bridge Agreement w/Benton Franklin Fair Association
- 2012-447 Agreement w/City of Richland to Fund Transitional Rental Housing Units
- 2012-448 Agreement w/Columbia Veterans Coalition to Amend Contract Language
- 2012-449 Contract w/P Fleming for Transcription Services
- 2012-450 Payment Authorization to Edwards Auto Rebuild for Auto Repairs
- 2012-451 Award of Paving Marking to Road Products, Inc.
- 2012-452 Grant Agreement w/State of Washington Department of Ecology
- 2012-453 Memorandum of Understanding between Benton PUD and Benton County to Relocate Existing Power Lines
- 2012-454 Authorization to Purchase Uniforms from 911 Supply, LLC
- 2012-455 Agreement w/WA State Department of Corrections for Use of Jail Facilities
- 2012-456 Authorization for Purchase of Replacement Vehicles from Columbia Ford Mercury Lincoln
- 2012-457 2013 – 2018 Capital Improvement Plan

There being no further business before the Board, the meeting adjourned at approximately 9:11 am.

Clerk of the Board

Chairman