

February 7,
2011

THE BOARD OF
BENTON COUNTY
COMMISSIONERS
AGENDA PACKET

Draft

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
January 31, 2011, 8:30 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman Leo Bowman
Commissioner James Beaver
Commissioner Shon Small
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, Community Development Coordinator; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Larry Taylor, Animal Control; Human Services Manager Ed Thornbrugh; County Engineer Malcolm Bowie; Deputy Treasurer Erhiza River; Public Works Manager Steve Becken; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Nick Kookier, Treasurer's Office; Central Services Manager Randy Reid.

Workshop Agenda

Commissioner Beaver said he received a copy of a letter from BCES requesting a "Compensation Board Meeting" be held to facilitate reimbursement for medical expenses to a volunteer that was injured. Mr. Sparks requested that Melina Wenner review the matter and report back to the Board.

Additionally, he reported on his attendance at a meeting involving the Visitor & Convention Bureau, TRIDEC, and WSU that discussed the proposed wine and science project.

Commissioner Small followed up on a meeting with BCES and said that few recommendations and changes were made after the flood and they would be looking at policy changes.

Commissioner Small said he attended a meeting regarding the proposed construction of the CCRC (\$3.8 to remodel the Canal Building or \$4.8 for a new building) and that Mr. Thornbrugh would follow up with his update. Additionally, he had a meeting with Juvenile and they were looking at some options to deal with the revolving door issue and Juveniles that were being released.

Commissioner Beaver said he believed it was time to look at interlocal agreements that drove the numbers and research Benton County owning the facility and Franklin County paying for services they use.

Mr. Sparks said there would be an inspection today at Animal Control and hopefully the County would get an occupancy permit. Additionally, he had been working with Larry Taylor on an ordinance and interlocal agreement with W. Richland regarding animal control and would report back to the Board on that issue.

Mr. Sparks presented a plaque from the Kennewick School District thanking Commissioner Beaver for his assistance in facilitating the construction of the railroad crossing at Cottonwood Drive. Mr. Sparks said he wanted to celebrate the victory and thank all the individuals involved in the Public Works Department.

Chairman Bowman reported on his attendance at WSAC's Board of Director meeting in Olympia and said he had information available for the Board. He said there were not as many bills proposed, however, they were still coming in and he provided a list that WSAC was watching very closely. Additionally, he commented that the cost of trying to get a bill adopted was approximately \$4,000. Chairman Bowman also provided a copy of the Legislative Steering Committee agenda and a summary of the bills.

The Board briefly recessed, reconvening at 9:02 a.m.

Approval of Minutes

The Minutes of January 24, 2011 were approved.

Consent Agenda

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

Animal Control

- a. Professional Service Contract w/Vista Veterinary Hospital
- b. Contract w/Coleman Animal Health Center for Spay and Neutering Services

Commissioners

- c. Appointment of S Tingey to the Benton County Mosquito Control Board
- d. Payment Authorization to Siefken & Sons Construction, Inc. for TI Project Building Permit
- e. Letter to the Veterans Club @ WSU

Juvenile

- f. Professional Services Agreement w/N Blackburn for Indigent Legal Representation

Parks

- g. Contract w/Ray Poland & Sons, Inc. for Rattlesnake Mountain Shooting Facility Project

Personnel

- h. Approval of Official Bonds and Oaths for Elected Officials
- i. Denial of County Claim CC10-15

Public Works

- j. Approval of E. R. & R. Fund Equipment Rental Rates for 2011

- k. Diverting Road Tax Levy Funds to Current Expense for Traffic Enforcement Purposes
- l. Certification of the 2011 Road Levy
- m. Interlocal Agreement w/City of Prosser for Use of the Solid Waste Brush Bandit
- n. Proposed Vacation of Webber Canyon Road

Sheriff

- o. Personal Service Contract w/Columbia Cleaners for Uniform Cleaning
- p. Personal Service Contract w/Jiffy Car Wash, Inc. for Cleaning Fleet Motor Vehicles
- q. Personal Service Contract w/Northwest Marine and Sport, LLC for Boat Repair
- r. Personal Service Contract w/Jack's Superior Auto Body, LLC for Auto Body Repair
- s. Personal Service Contract w/Psychological Consultants, Inc. for Psychological Evaluations
- t. Personal Service Contract w/Culligan for Facilities Water Treatment Services

The Board briefly recessed, reconvening at 9:05 a.m.

Chairman Bowman requested that Malcolm Bowie give an update on his meeting with CRAB.

CRAB Meeting Update

Malcolm Bowie said he had a meeting with CRAB regarding the Board's request to waive the RATA funds spent on Hanks Road. He said their staff allowed the County to request the waiver, supported that request, and the CRAB Board agreed to forgive the \$334,000 expense. He said this was contrary to current rules that if you don't finish the project through to the end of construction, you have to pay back any money spent. He said they do have a set of plans that could be used if the project were constructed.

Public Hearing – Animal Control Ordinance

Adam Fyall presented the proposed ordinance for animal control and adoption by the Board. He said there were some scheduling issues to be considered since the facility was not ready to open.

Commissioner Small proposed the ordinance be postponed for final adoption until the Animal Control Facility was ready for operation. Larry Taylor said they were waiting for the City to come for its final inspection and there was some additional work to be done in the kennel area, the outdoor area, and phones and suggested the ordinance be adopted on February 15, 2011.

Public Testimony

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

The Board continued the public hearing to 9:05 a.m. on Monday, February 14, 2011 in the Commissioner Board Room, Prosser, Washington.

PEDA Update

Deb Heintz, PEDA and Charlie Bush, City of Prosser updated the Board on the following:

PEDA

- Clore Center – outdoor event facility under construction
- EDA Grant – in environmental review
- Historic Downtown Prosser Association – in process of developing contract to allow loans for downtown core
- Strategic planning for Prosser EDA
- Grant – American planning Association
- Facilitate meeting with business owners on the gateway corridor to get natural gas

City of Prosser

- Boys & Girls Club – evaluating to expand – working on gang prevention
- Prosser aquatics project underway
- Water and sewer improvement
- Village Park Improvement
- Possible future projects – annexing into Mid-Columbia Library District; capital projects (police station, city hall, new library, public works yard)
- Comp. Plan update
- Electronics update, digital meetings; accreditation; staff development

Human Services Update

Ed Thornbrugh updated the Board on the following activities at Human Services:

Administrative

Advisory Board membership continues to be low. He said he was encouraged by the Board to recruit for an additional six months, but he still might come forward to show what a combined advisory board would look like. He said the pros would be a quorum so the board could take action at meetings; downside was individuals had a passion for certain human services and it would take more general education to consider things outside their direct interest. Commissioner Small strongly encouraged Mr. Thornbrugh to bring back the proposal for a combined board.

Developmental Disabilities

- Continuing to work with the State in planning for elimination of one service from the contract

Mental Health

- New tools to compare clinical outcome; goal is implementation by July 2011
- Significant cuts to state-only funding continues; RSN's looking at possibility of not being able to afford basic crisis services

- DHS received required independent audits from mental health agencies

Substance Abuse

- DHS requesting proposals for outpatient services
- Contracted with Knowledge Counseling to provide county prevention services to comply with State's prevention redesign expectations

Housing

- 2060 program funding notice of availability published
- Continue to provide technical assistance to Columbia Basin Veteran Coalition and Walla Walla VA for new transitional housing
- Annual progress report for Shelter Plus Care being finished and preparation for REACH report beginning

CCRC

Mr. Thornbrugh said the prior scope of this project was much larger when it began and they have now worked from a program basis (create 16 residential beds (4 more) for crisis stabilization or detoxification) and make this a decision making center and substance abuse office (giving more time to observe and decide the best course of action for these individuals).

Commissioner Beaver asked if the other two facilities would be vacated and Mr. Thornbrugh said they would. Commissioner Beaver said he believed it was a good move and the vacant building needed a tenant.

The Board discussed the available money to remodel the building and Commissioner Beaver suggested there might be gap financing available from Benton County to assist Crisis Response and then Benton County would own the building.

Commissioner Small wanted to know if they would save money or be more efficient by consolidating the facilities. Mr. Thornbrugh said they might run more efficiently, but the bulk of the cost was the people performing the care, so he was not sure from an operational standpoint if they would be able to save money.

Chairman Bowman asked about the \$3.5 available for capital costs. Mr. Thornbrugh said there was at least \$2.5 available (but still a question about the other \$1 million). Mr. Sparks said if they used the \$2.5 million, there would also be a question about who owned the building. Mr. Thornbrugh said he thought ultimately the building would be owned by the RSN if those funds were used.

The Board also discussed the two options (remodel the Canal Street building for \$3.8 million or build a new facility, including land and construction for \$4.8 million). The square footage was also reviewed (an additional 200 square feet for Canal).

Mr. Thornbrugh said the meeting on Friday with the architect was a draft report and he would provide the final report when it was ready.

Chairman Bowman requested Mr. Thornbrugh also provide an operational cost estimate and his analysis of the project. He said not to take "I don't know" for an answer from the architect on an operational cost estimate.

Claim for Damages

CC 2011-01: Received on January 24, 2011 from Charleston Harder

CC 2011-02: Received on January 24, 2011 from Century Link

CC 2011-03: Received on January 27, 2011 from Frontier

Vouchers

Check Date: 1/21/2011

Taxes #: 010101112; 010101113; 010101114; 010101115

Total all funds: \$1,912,450.35

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

Resolutions

- 11-090: Professional Service Contract w/Vista Veterinary Hospital
- 11-091: Contract w/Coleman Animal Health Center for Spay and Neutering Services
- 11-092: Appointment of S Tingey to the Benton County Mosquito Control Board
- 11-093: Payment Authorization to Siefken & Sons Construction, Inc. for TI Project Building Permit
- 11-094: Professional Services Agreement w/N Blackburn for Indigent Legal Representation
- 11-095: Contract w/Ray Poland & Sons, Inc. for Rattlesnake Mountain Shooting Facility Project
- 11-096: Approval of Official Bonds and Oaths for Elected Officials
- 11-097: Denial of County Claim CC10-15
- 11-098: Approval of E. R. & R. Fund Equipment Rental Rates for 2011
- 11-099: Diverting Road Tax Levy Funds to Current Expense for Traffic Enforcement Purposes
- 11-100: Certification of the 2011 Road Levy
- 11-101: Interlocal Agreement w/City of Prosser for Use of the Solid Waste Brush Bandit
- 11-102: Proposed Vacation of Webber Canyon Road
- 11-103: Personal Service Contract w/Columbia Cleaners for Uniform Cleaning
- 11-104: Personal Service Contract w/Jiffy Car Wash, Inc. for Cleaning Fleet Motor Vehicles
- 11-105: Personal Service Contract w/Northwest Marine and Sport, LLC for Boat Repair
- 11-106: Personal Service Contract w/Jack's Superior Auto Body, LLC for Auto Body Repair

- 11-107: Personal Service Contract w/Psychological Consultants, Inc. for Psychological Evaluations
- 11-108: Personal Service Contract w/Culligan for Facilities Water Treatment Services

There being no further business before the Board, the meeting adjourned at approximately 10:15 a.m.

Clerk of the Board

Chairman

Leo Bowman
District 1
Shon Small
District 2
James Beaver
District 3

**Board of County Commissioners
BENTON COUNTY**

David Sparks
County Administrator



Loretta Smith Kelty
Deputy County Administrator

February 7, 2011

Washington State Liquor Control Board
License Division
PO Box 43075
Olympia, WA 98504-3075

Re: Junita W. Kohn
Tradename: North Prosser Market

To Whom It May Concern:

The Board of County Commissioners is in receipt of your notice of liquor license application for the above named applicant. The Board has done its process of gathering information relevant to this request.

Please be advised that per our research in obtaining pertinent information, attached you will find records acquired through the Benton County Sheriff's Office. At this time, our Board has decided to neither grant nor deny said application. Rather, the Board has determined to forward these findings along to the Liquor Board for your consideration in deciding whether to grant said license.

Thank you for the opportunity to provide our input regarding this matter.

Sincerely,

BOARD OF COUNTY COMMISSIONERS

Leo M. Bowman, Chairman

cc Commissioners
Administration
Sheriff Keane

b

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF COUNTY FUNDS RE: TRANSFER OF FUNDS WITHIN VIT
IMPACT FUND NUMBER 0153-101, DEPARTMENT NUMBER 000.

BE IT RESOLVED, by the Board of Benton County Commissioners, that funds
shall be transferred as outlined in Exhibit "A", attached hereto.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington.

Attest: _____
Clerk of the Board

cc: Dept., Auditor, File, LSK

BENTON COUNTY LINE ITEM TRANSFER

Dept Name: VIT Impact

Dept Nbr: 000

Fund Name: VIT Impact

Fund Nbr: 0153-101

TRANSFER FROM:

TRANSFER TO:

BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT	BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT
594.110	9105	Contingency	\$178	597.100	9914	County Road	\$178
TOTAL			\$178	TOTAL			\$178

Explanation:

The Wiser Parkway project was originally budgeted for \$500,000. However, the project has exceeded that amount and additional money is needed in order to pay the invoices from Public Works. Currently, there is one invoice for December legal services in the amount of \$177.50.

Prepared by: Keith Mercer

Date: 31-Jan-2011

Approved

Denied

Date: _____

Chairman

Member

Member

C

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	<u>Facilities</u>
Meeting Date: <u>2/7/2011</u>	Execute Contract <u> x </u>	Consent Agenda <u> x </u>
Subject: <u>Elevator Srvs.</u>	Pass Resolution <u> _____ </u>	Public Hearing <u> _____ </u>
Prepared by: <u>LMS</u>	Pass Ordinance <u> _____ </u>	1st Discussion <u> _____ </u>
Reviewed by: <u>LSK</u>	Pass Motion <u> _____ </u>	2nd Discussion <u> _____ </u>
		Other Business <u> _____ </u>

BACKGROUND INFORMATION

Attached is a contract between Benton County and Schindler Elevator Services for complete elevator maintenance services for all elevators located at the Benton County Justice Center, Benton County Health District Bldg, and the Benton County Courthouse.

We entered into a contract with Schindler Elevator Corporation for elevator maintenance back in September 2008 as the lowest responsive bidder with a contract term to expire December 31, 2009; with an option to extend the contract four (4) additional one-year periods if agreed upon by both parties.

Per Resolution 10-019 the Board extended the contract one additional year with a term to expire December 31, 2010.

Benton County Facility's Manager is please with the services they have provided and recommends entering into another one (1) year period contract with Schindler Elevator with a termination day of December 31, 2011.

SUMMARY

Asking the Board to approve the attached Resolution and Contract between Benton County and Schindler Elevator Corporation for the complete elevator maintenance services on all elevators located at the Benton County Justice Center, Benton County Health District Bldg, and the Benton County Courthouse.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF A SERVICE CONTRACT WITH SCHINDLER ELEVATOR CORPORATION FOR COMPLETE ELEVATOR MAINTENANCE SERVICES FOR ALL ELEVATORS LOCATED AT THE BENTON COUNTY JUSTICE CENTER, BENTON COUNTY HEALTH DISTRICT BUILDING, AND BENTON COUNTY COURTHOUSE

WHEREAS, per Resolution 08-785 dated September 22, 2008 the Board of Benton County Commissioners entered into a service agreement with Schindler Elevator Corporation, Spokane Valley, WA – Contractors License No. SCHINEC968OT for the complete elevator maintenance services with an expiration date of December 31, 2009 with the option to extend the contract term four (4) additional one (1) year periods; and

WHEREAS, per Resolution 10-019 dated January 11, 2010 the Board approved the amendment to extend the contract an additional one (1) year period with a new termination date of December 31, 2010, with an option to extend the contract term three (3) additional one (1) year periods; and

WHEREAS, the Facilities Manager is pleased with the services Schindler Elevator Corporation is providing and recommends entering into another service contract for an additional one (1) year period for the same contract amount of \$1,776.09 plus WSST payable each month, with a total contract amount including any acceptable overages, incidentals and other unanticipated cost outside the general maintenance not to exceed \$35,000 including WSST; **NOW, THEREFORE**

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington hereby concurs with the recommendation and approves the attached contract between Benton County and Schindler Elevator Corporation for complete elevator maintenance services for a contract amount not to exceed \$35,000 including WSST; and

BE IT FURTHER RESOLVED, the Board hereby authorizes the Chairman of the Board to sign said service contract attached hereto; and

BE IT FURTHER RESOLVED, the term of this contract shall commence January 1, 2011 and shall expire December 31, 2011 with the option to extend the contract term one (1) additional one (1) year period.

Dated this day of, 20

Chairman of the Board

Chairman Pro-Tem

Member
Constituting the Board of County
Commissioners of Benton County,
Washington

Attest:
Clerk of the Board

**PERSONAL SERVICES CONTRACT
TERMS AND CONDITIONS**

THIS CONTRACT is made and entered into by and between **BENTON COUNTY**, a political subdivision, with its principal offices at 620 Market Street, Prosser, WA 99350 (hereinafter "COUNTY"), and **SCHINDLER ELEVATOR CORPORATION**, a Washington corporation with its principal offices at 409 N. Thierman Road, Suite D, Spokane Valley, WA 99212 (hereinafter "CONTRACTOR").

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. CONTRACT DOCUMENTS

This Contract consists of the following documents

- a. Exhibit A - Contractor's Proposal for 2011
- b. Exhibit B - Contractor's Hourly Rates
- c. Exhibit C - Washington State Prevailing Wage Rates for Public Works Contracts

2. DURATION OF CONTRACT

The term of this Contract shall begin on January 1, 2011 and shall expire on December 31, 2011 with an option to extend the contract term for one (1) additional one (1) year period. Price rates are subject to change for each calendar year. Price adjustments and extensions of this contract will only be effective with an executed amendment to this contract. The CONTRACTOR shall complete all work by the time(s) specified herein, or if no such time is otherwise specified, no later than the expiration date.

3. SERVICES PROVIDED

The CONTRACTOR shall perform the following services:

CONTRACTOR shall systematically examine, maintain, adjust and lubricate the elevator equipment of eleven (11) elevators located at the Benton County Justice Center, Kennewick, WA; two (2) additional traction elevators located at the Benton County Justice Center in the District Court area, Kennewick, WA; two (2) elevators located at the Benton County Health District Building, Kennewick, Washington; and one (1) elevator located at the Benton County Courthouse, Prosser, Washington so as to maintain the elevators in proper and safe condition. The intervals of

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: 2/7/2011 Subject: <u>Substance Abuse Administrative Board Appointment</u> Prepared by: Maria Loera, Sr. Secretary-DHS Reviewed by: Ed Thornbrugh, Administrator-DHS	Execute Contract _____ Pass Resolution <u> X </u> _____ Pass Ordinance _____ Pass Motion _____ Other _____		Consent Agenda <u> X </u> _____ Public Hearing _____ 1st Discussion _____ 2nd Discussion _____ Other _____

d

BACKGROUND INFORMATION

The Benton-Franklin Department of Human Services Substance Abuse Administrative Board consists of nine members appointed by the Board of Commissioners for Benton and Franklin Counties. Michele Gerber, PhD. the member being recommended for appointment has expressed interest and willingness to be appointed, and the appointment has been approved by the Substance Abuse Administrative Board.

SUMMARY

Joint Resolution recommending appointment for Michele Gerber, PhD. to the Substance Abuse Administrative Board.

RECOMMENDATION

Sign the attached proposed Joint Resolution to appoint one member to the Substance Abuse Administrative Board.

FISCAL IMPACT

None

MOTION

To approve signing the proposed Joint Resolution to appoint Michele Gerber, PhD. to the Substance Abuse Administrative Board for a three year term ending on December 31, 2013.



Signature

JOINT RESOLUTION

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARDS OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON, AND FRANKLIN COUNTY, WASHINGTON;

RE: IN THE MATTER OF APPOINTMENT TO THE SUBSTANCE ABUSE ADMINISTRATIVE BOARD TO REPRESENT BENTON AND FRANKLIN COUNTIES

WHEREAS, Benton County Resolution #82-479 and Franklin County Resolution #82-110 created the Benton-Franklin Counties Substance Abuse Administrative Board; and

WHEREAS, said Joint Resolution provided for Board composition of nine members appointed by the Boards of Commissioners of Benton and Franklin Counties; and

WHEREAS, a vacancy exists on the Substance Abuse Administrative Board with the resignation of Jacqueline Van Wormer, and Michele Gerber, PhD. has demonstrated interest and indicated willingness to accept appointment to the Substance Abuse Administrative Board; and

WHEREAS, the Substance Abuse Administrative Board recommends this appointment, NOW THEREFORE,

BE IT RESOLVED, the Chairman of the Board of Benton County Commissioners and the Chairman of the Board of Franklin County Commissioners be, and they hereby are, authorized to sign, on behalf of their respective county the appointment to the Benton-Franklin Counties Substance Abuse Administrative Board for Michele Gerber, PhD., WA 993 , to fill Ms. Van Wormer's term which will expire on December 31, 2013.

Dated this.....day of, 2011

Dated this.....day of, 2011

Chairman of Board

Chairman of Board

Member

Member

Member

Constituting the Board of County
Commissioners of Benton County, Washington

Member

Constituting the Board of County
Commissioners of Franklin County, Washington

Attest: _____
Clerk of the Board

Attest: _____
Clerk of the Board

Originals: Benton & Franklin County Commissioners
Human Services, M. Gerber

e

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	
Meeting Date: 2/7/2011	Execute Contract _____	Consent Agenda _____X_____
Subject: Surplus of Personal Property	Pass Resolution _____X_____	Public Hearing _____
Prepared by: Maria Loera, Sr. Secretary-DHS	Pass Ordinance _____	1st Discussion _____
Reviewed by: Ed Thornbrugh, Administrator-DHS	Pass Motion _____	2nd Discussion _____
	Other _____	Other _____

BACKGROUND INFORMATION

The Benton County Auditor is the Personal Property Manager and maintains and updates inventory listing of county Personal Property, and as listed on the attached Benton-Franklin Human Services, has accumulated equipment that is not longer operable or has been made obsolete through equipment upgrades to more efficient and reliable equipment. The Personal Property Manger and Human Services System Analyst have determined that the listed equipment is not desired by any other county department or office, and all items listed have a value of less than \$25.00.

SUMMARY

The Personal Property Manager and Human Services Systems Analyst have declared the listed equipment surplus.

RECOMMENDATION

Sign the attached proposed Resolution to surplus the listed equipment.

FISCAL IMPACT

None

MOTION

To approve signing the proposed Resolution for the equipment listed as surplus of personal property in accordance with Resolution 07-752.



Signature _____

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF COUNTY POLICY, RE: SURPLUS OF PERSONAL PROPERTY IN ACCORDANCE WITH RESOLUTION 07-752

WHEREAS, The Benton County Auditor is the Personal Property Manager and maintains an updated inventory listing of county Personal Property; and,

WHEREAS, as listed on the attached, Benton-Franklin Human Services has accumulated equipment that is no longer operable or has been made obsolete through equipment upgrades to more efficient and reliable equipment, and,

WHEREAS, the Personal Property Manager and Human Services Systems Analyst have determined that the listed equipment is not desired by any other county department or office; and,

WHEREAS, all items listed have a value less than \$25; and,

WHEREAS, it is the recommendation of the Personal Property Manager and the Human Services Systems Analyst that the listed equipment be declared surplus; and,

WHEREAS, the Board finds it to be in the best interest of the citizens of Benton County to surplus antiquated and outmoded personal property; **NOW, THEREFORE**

BE IT RESOLVED, that, based on the recommendation of the Personal Property Manager and as supported by the Human Services Systems Analyst, the listed equipment is hereby surplus and a best effort is to be made to sell the listed equipment and, if not sold it can be donated to a local provider of developmental disabilities, mental health or substance abuse services.

Dated this _____ day of _____, 20__.

Chairman of the Board

Member

Member
Constituting the Board of County
Commissioners of Benton County,
Washington

Attest: _____
Clerk of the Board

Benton-Franklin Human Services

Tag	Serial Number	Type	Make	Description
11457	US92681785	Desktop	hp	Kayak XA Desktop
11453	US93713981	Desktop	hp	Kayak XA NT 4.0
14047	US12769017	Desktop	hp	X2000
14946	6Y33-LGFZ-702B	Desktop	hp	HP XW4000
1407?	6Y33-LGFZ-7026	Desktop	hp	HP XW4000
14041	US12769021	Desktop	hp	X2000
14045	US12768935	Desktop	hp	X2000
14044	US12768934	Desktop	hp	X2000
14017	US12566946	Desktop	hp	XU700
14043	US12768729	Desktop	hp	X2000
10097	USB5060479	Desktop	hp	Kayak XA-S
11452	US93713966	Desktop	hp	Kayak XA
11451	US93713992	Desktop	hp	Kayak XA
14063	6X2C-XPBZ-P06F	Desktop	hp	D510
14068	6X2C-KPB3-POR6	Desktop	hp	D510
14951	6X2C-KPBZ-P1C1	Desktop	hp	D510
14073	6Y33-LGFZ-7024	Desktop	hp	HP XW4000
14074	6Y33-LGFZ-7025	Desktop	hp	HP XW4000
14071	6Y33-LGFZ-7027	Desktop	hp	HP XW4000

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: 2/7/2011 Subject: Travel reimbursement Prepared by: Maria Loera, Sr. Secretary-DHS Reviewed by: Ed Thornbrugh, Administrator-DHS	Execute Contract _____ Pass Resolution _____ Pass Ordinance _____ Pass Motion _____ Other _____	_____ _____ _____ _____ _____	Consent Agenda <u> X </u> Public Hearing _____ 1st Discussion _____ 2nd Discussion _____ Other _____

BACKGROUND INFORMATION

None

SUMMARY

None

RECOMMENDATION

Administrator travel reimbursement requires Commissioner signature.

FISCAL IMPACT

None

MOTION

Approve travel reimbursement for Ed Thornbrugh, Administrator of Benton/Franklin Department of Human Services.



 Signature

Office of Public Defense

Salary Request Statement

EXHIBIT LIST FOR ORDINANCE AMENDMENTS TO BCC TITLE 9.04

9:05

Planning Commission Application Exhibit List

DATED

PCR 1 Includes:	PCR 1.1 Draft Ordinance for BCC 9.04	
	PCR 1.4 Environmental Checklist	April 20, 2010

Planning Commission Staff Memo Exhibit List

PCM 1 Includes:	PCM 1.1 Staff Memo	April 30, 2010
	PCM 1.2 Determination of Non Significance issued	April 1, 2010
	PCM 1.3 Comments from Benton Co. Public Works	April 29, 2010
	PCM 1.4 Comments from Benton Co. Fire Marshal	April 22, 2010

PCH1	PCH 1.1 Letter from Permit Surveying	April 30, 2010
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PCM 2 Includes:	PCM 2.1 Staff Memo for continued hearing	June 1, 2010
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PCH 2	PCH 2.1 Drawing submitted by Ryan Liddicoat	June 8, 2010
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Board of County Commissioners Exhibit List

CCR 1 Includes:	CCR 1.1 Planning Commission Findings of Fact	June 14, 2010
	CCR 1.2 Proposed Ordinance with Planning Commission changes	June 15, 2010

CCM1	CCM 1.1 Board of County Commissioners Agenda Sheet	July 6, 2010
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CCW 1 Includes:	CCW 1.1 Planning Staff Recommended Ordinance	July 28, 2010
	CCW 1.2 Board of County Commissioners Workshop Agenda Sheet	July 28, 2010

CCW 2 Includes:	CCW 2.1 Board of County Commissioners Agenda Sheet	Sept. 8, 2010
	CCW 2.2 Board of County Commissioners Recommended Ordinance	Sept. 8, 2010

CCW 3	CC2 3.1 Board of County Commissioners Agenda Sheet	November 22, 2010
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CCH 2 Includes:	CCH 2.1 Board of County Commssioners Agenda Sheet	December 2, 2010
	CCH 2.2 Section by Section Summary of the proposed Ordinance	
	CCH 2.3 Proposed Ordinance Amendment	
	CCH 2.4 Comments from Ryan Liddicoat, Worley Surveying	December 6, 2010
	CCH 2.5 Comments from Torchey Cohu	December 6, 2010
	CCH 2.6 Commenst from LSAW South Central Chapter	December 10, 2010

CCH 3 Includes:	CCH 3.1 Board of County Commissioners Agenda Sheet	February 1, 2011
	CCH 3.2 Matrix showing other Counties short platting criteria	February 1, 2011
	CCH 3.3 County by County listing of access requirements	February 1, 2011
	CCH 3.4 Proposed Ordinance Amendment	
	CCH 3.5 Email from Barbara Thompson	January 11, 2011
	CCH 3.6 Email from Victor Huyke	January 2, 2011

The Exhibit Numbers are found in the Top Right Hand Corner of each document.

- PCR = Planning Commission Record Exhibits**
- PCM = Planning Commission Memo Exhibits**
- PCH = Exhibits submitted during Hearing**
- CCR = County Commissioner Record Exhibits**
- CCM = County Commissioner Memo Exhibits**
- CCW = County Commissioner Workshop Exhibits**
- CCH = Exhibits submitted during Hearing**

AGENDA ITEM MTG. DATE: February 7, 2011 SUBJECT: Ordinance amending Title 9.04 Memo Date: February 1, 2011 Prepared By: Michael Shuttleworth	TYPE OF ACTION NEEDED Execute Contract Pass Resolution X Pass Ordinance X Pass Motion X	Consent Agenda Continued Public Hearing X 1st Discussion 2nd Discussion Public Workshop
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BACKGROUND INFORMATION

On May 11th and June 8th, the Benton County Planning Commission conducted public hearings on a draft ordinance that would amend Chapter 9.04 (Short Plat Ordinance) of the Benton County Code. On July 12, 2010, the Board held a public meeting and at the conclusion of the meeting decided to hold workshops to discuss the amendment. Workshops were held on August 4, 2010 and November 29, 2010. After discussing the matter at the workshops the Board set December 13, 2010 for the date of their public hearing.

During the Open Record Hearing the Board discussed the draft ordinance and based on the comments received; continued the Open Record Hearing until February 7, 2011 and directed Planning Staff to meet with interested parties to discuss their concerns and make a recommendation to the Board.

The Planning Department met with about 25 individuals who represented landowners, surveyors, builders and engineers. Sections 2 and 9 of the proposed ordinance dealing with short plats located within UGAs and private access easements were the main topics of discussion. Based on the discussion of the group, it was suggested that Section 2 be modified to allow short plats in UGAs and that Section 9 be modified to allow up to 12 lots on a private access easement and that access to more than 12 lots be either an approved paved County road or a private road paved to a width of 20 feet or more.

Also attached to this agenda sheet is a summary of what other Counties are doing related to short plats in UGAs and what is allowed for accessing short plats.

RECOMMENDATION

After considering the additional information and any new testimony presented during the Open record Hearing, the Planning Department recommends that if the Board decides to make changes to the draft ordinance, that they direct staff to make those changes for the Board to consider at a continued open record hearing. If the Board does not wish to make any changes to the draft ordinance, they must complete their own Findings of Facts and Conclusions and approve the resolution adopting the ordinance.

FISCAL IMPACT

None

MOTION

If the Board decides to make changes to the draft ordinance, they would direct staff to make the changes for the Board to consider and continue the Open Record Hearing.

If the Board does not wish to make any changes to the draft ordinance, the Board will need to make a motion adopting Findings of Facts and Conclusions and approve the resolution adopting the ordinance amending BCC Chapter 9.04.

9:25

AGENDA ITEM MTG. DATE: February 7, 2011 SUBJECT: Final Plat of Reata Place Subdivision- SUB 10-01 MEMO DATE: January 31, 2011 Prepared By: Michael Shuttleworth	TYPE OF ACTION NEEDED Execute Contract Pass Resolution X Pass Ordinance Pass Motion X Other	Consent Agenda Public Meeting X 1st Discussion 2nd Discussion Other
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BACKGROUND INFORMATION

On June 28, 2010, the Benton County Board of County Commissioners approved the preliminary plat of Reata Place, to create 15 lots from a 15.86-acre parcel. The preliminary plat was approved subject to 17 conditions. Those conditions have been completed for the Final Plat of Reata Place and the final plat is being submitted to the Board for their approval and signature.

SUMMARY

The Final Plat of Reata Place is ready for signature by the Chairman of the Board of County Commissioners as all the conditions of approval have been satisfied and all signatures have been obtained.

RECOMMENDATION

It is the recommendation of the Benton County Planning Department that the Final Plat of Reata Place – SUB 10-01 be approved and the Board sign the attached resolution authorizing the chairman to sign the final plat

FISCAL IMPACT

Maintenance of new county roads.

MOTION

The Board of County Commissioners should make a motion to approve the Final Plat of Reata Place, SUB 10-01 and the Chairman so indicate by signing the final plat.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON
IN THE MATTER OF COUNTY PLANNING REGARDING FINAL PLAT OF SUB 10-01 –
REATA PLACE. APPLICANT: LOREN COMBS, VSI DEVELOPMENT

WHEREAS, on June, 28, 2010, the Benton County Board of County Commissioners approved the preliminary plat of Reata Place; and,

WHEREAS, on Monday, February 7, 2011, in the Commissioners Meeting Room, third floor, Courthouse, Prosser, Washington at a public meeting, the Board of County Commissioners considered the final plat of Reata Place – SUB 10-01; and,

WHEREAS, the applicant for final plat approval has completed all the required conditions of approval for the proposed final plat of Reata Place SUB 10-01 and has obtained all required signatures; and,

WHEREAS, it appears that the public best interest will be served by the approval of the Final Plat of Reata Place SUB 10-01; NOW THEREFORE,

BE IT RESOLVED, that the Board of County Commissioners hereby approves the Final Plat of Reata Place SUB 10-01 and the Chairman so indicate by signing the Final Plat.

Dated this _____ day of _____.

Chairman of the Board

Member

Member

Constituting the Board of County
Commissioners of Benton County
Washington.

Attest.....
Clerk of the Board

MES/djh

9:30 AM

Executive Session
Potential Litigation

R Brown

9:50 AM

Executive Session
Potential Litigation

R Brown / S Hallstrom