

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, May 21, 2019, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman Shon Small
Commissioner James Beaver
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; County Engineer Matt Rasmussen; DPA Ryan Brown; Clerk Josie Delvin; Jerrod MacPherson, Planning Manager; Clark Posey, Code Compliance Official; Finance Manager Linda Ivey; Treasurer Ken Spencer; Auditor Brenda Chilton; Bob Woody, IT.

Approval of Minutes

The Minutes of May 14, 2019 were approved.

Consent Agenda

MOTION: Commissioner Delvin moved to approve the consent agenda items “a” through “m”. Commissioner Beaver seconded and upon vote, the Board approved the following:

Building

- a. Extending Lease Agreement w/Ricoh USA for Two Copiers; Amending Res. 2014-370

Commissioners

- b. Line Item Transfer, Fund No. 0305-101, Dept. 000

Facilities

- c. Contract w/Accurate Controls, Inc. for Evaluating Security Systems @ Justice Center
- d. Contract w/Alliance Management & Construction Solutions, LLC for Construction Management Services for Justice Center Plumbing and Water Intrusion Project

Juvenile

- e. Contract w/Comprehensive Healthcare for Multi-Systemic Therapy Service Delivery
- f. Contract w/Ernie Chapin to Provide Classes, Clinics and Workshops
- g. Line Item Transfer, Fund No. 0000-101, Dept. 138

Public Safety

- h. Line Item Transfer, Fund No. 0148-101, Dept. 171

Public Works

- i. Extending Lease Agreement w/Ricoh USA for Copier; Amending Resolution 2014-405

Sheriff

- j. Authorization to Apply for the FY2019 Port Security Grant Program
- k. Purchase Award of Rifles to Bravo Company USA
- l. Purchase Award of Rifle Equipment to Lawmen's & Shooters' Supply, Inc.
- m. Payment Authorization to Talos Tactical, LLC for Miscellaneous Uniforms and Equipment

Contract Amendment #1 – MMEC Architecture & Interiors – New Admin Building

Matt Rasmussen presented the first amendment to the contract with MMEC Architecture & Interiors for adding a basement to the building design and adjusting the scope and cost of the contract by \$78,260.00. He said the County was currently spending \$80,000 per year for off-site storage and the cost of the basement (estimated at \$910,000) would be recovered in 12 years in a reduction of fees and convenience and time for employees to access the storage.

Mr. Sparks said they looked at reinforcing the 2nd floor to hold storage, which would be an additional cost of \$100,000. However, this would not be a permanent solution since the space on the 2nd floor would be needed eventually. Additionally, the mechanical equipment (HVAC, electrical, fire protection, elevator equipment, etc.) being placed in the basement instead of the roof would free up space on other floors and increase its service life. He added that the County did have a storage issue, and this was a reasonable payback when you looked at the cost of reinforcement.

MOTION: Commissioner Delvin moved to approve Amendment #1 to the Contract with MMEC Architecture for the Architecture and Engineering services for the design of the new Administration Building. Commissioner Beaver seconded and upon vote, the motion carried.

Columbia River Shoreline Reconveyance

Adam Fyall said this was in follow up to previous discussions about a possible reconveyance of Army Corps of Engineers-owned properties. He said the folks were working on draft legislation and he wanted to include any language Benton County had as part of that. The final would go to Congress in October or November. He discussed the following:

- Liabilities - Not sure they could do what they wanted with the properties; some have challenges, including wetlands, railroads, and location
- Letter from Umatilla Tribes – major changes will come with challenges from them
- Kennewick was requesting all parcels; Richland was not (only 2 parcels)
- He spoke to Dept. of Fish & Wildlife about Toothaker and Hover Park to see if they had any interest and Mr. Livingston indicated they might. However, it would be a multi-year process for them and Mr. Fyall was not sure why Benton County would want to facilitate that
- Draft letter prepared stating Benton County was interested in Verbena, Two Rivers Park and Wallula, with conditions
- Hover Park – there was a new private property owner putting up gates and blocking legal access into Hover Park. The Corps was the property owner and was taking care of this problem

Chairman Small and Commissioner Delvin said they were in favor of the letter as presented. Commissioner Beaver said his opinion was still the same and did not think they should be in the game.

The Board gave direction to Mr. Fyall to follow up with TRIDEC to confirm the deadlines for submitting requests and present the letter on June 11, 2019 under Scheduled Business for Verbena, Two Rivers Park, and Wallula Gap properties.

Finance Presentation- Public Safety Tax

Linda Ivey updated the Board on the Public Safety Tax Fund budget as follows:

- Budget v. Actuals – as of April 30, 2019
 - Beginning Fund Balance
 - Budgeted - \$18,710,160
 - Actual - \$18,246,021 (464,139); spent extra money in 2018 after beginning fund balance was estimated
 - Revenues – low by (57,059); historically low through March
 - Expenditures – under budget by \$748,580 (less \$150,000 for accruals) – still in the phase of hiring (10 open positions); programs were coming along
 - One-time purchases – original \$4,815,372 – in the budget
 - Additional requests - \$2,525,500 since budget was approved (internally – not in the budget but requested)
- Summary
 - Total Beginning Balance Over (Under) Budget: (464,139)
 - Total Revenues Over (Under) Budget: (57,059)
 - Total Expenditures (Over) Under Budget: 748,580
 - Combined Total (Excluding One-Time Expenditures): \$227,382

Other Business

Certificate of Good Practice

Commissioner Beaver presented the Certificate of Good Practice to Matt Rasmussen for Benton County 2018 as approved by the County Road Administration Board.

The Board briefly recessed, reconvening at 9:53 a.m.

Executive Session – Potential Property Purchase

The Board went into executive session at 9:53 a.m. with DPA Ryan Brown for 10 minutes to discuss a potential property purchase. Also present were Jerrod MacPherson, David Sparks, Loretta Smith Kelty and Cami McKenzie. The Board came out at 10:03 a.m. No decisions were made in executive session.

Payroll

Check Date: 05/15/2019

Payroll Draw Checks
Warrant #: 241876-241878
Direct Deposit #: 143651-143816
Total all funds: \$113,532.50

Payroll Draw Deductions/Transfers
Taxes #: 101190512-101190513
Total all funds: \$34,605.54

Account Payables

Check Date: 05/17/2019

EFT's #: 712-718
Transfers #: 05171901-05171908
Total all funds: \$619,913.02

Warrant #: 191426-191613
Total all funds: \$2,003,373.21

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

Resolutions

- 2019-383: Extending Lease Agreement w/Ricoh USA for Two Copiers in the Building Department - Amending Res. 2014-370
- 2019-384: Line Item Transfer, Fund No. 0305-101, Dept. 000
- 2019-385: Contract w/Accurate Controls, Inc. for Evaluating Security Systems @ Justice Center
- 2019-386: Contract w/Alliance Management & Construction Solutions, LLC for Construction Management Services for Justice Center Plumbing and Water Intrusion Project
- 2019-387: Contract w/Comprehensive Healthcare for Multi-Systemic Therapy Service Delivery
- 2019-388: Contract w/Ernie Chapin to Provide Classes, Clinics and Workshops
- 2019-389: Line Item Transfer, Fund No. 0000-101, Dept. 138
- 2019-390: Line Item Transfer, Fund No. 0148-101, Dept. 171
- 2019-391: Extending Lease Agreement w/Ricoh USA for Copier for Public Works; Amending Resolution 2014-405
- 2019-392: Authorization to Apply for the FY2019 Port Security Grant Program
- 2019-393: Purchase Award of Rifles to Bravo Company USA
- 2019-394: Purchase Award of Rifle Equipment to Lawmen's & Shooters' Supply, Inc.

2019-395: Payment Authorization to Talos Tactical, LLC for Miscellaneous Uniforms and Equipment

2019-396: Amendment #1 w/MMEC Architecture & Interiors – Administration Building

There being no further business before the Board, the meeting adjourned at approximately 10:03 a.m.

Clerk of the Board

Chairman