

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, April 14, 2015, 9:00 a.m.  
Benton County Planning Annex  
1002 Dudley Avenue, Prosser, WA

**Present:** Chairman Jerome Delvin  
Commissioner Shon Small  
Commissioner Jim Beaver  
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; Public Works Manager Daniel Ford; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Bob Woody, IT Department; GIS Manager Mary Phillips; Judge Cameron Mitchell; Sheriff Steve Keane; Undersheriff Jerry Hatcher; DPA Ryan Lukson; Paul Schut, Financial Analyst; Coroner John Hansens; Treasurer Duane Davidson; Superior Court Administrator Pat Austin; Teri Holmes; Erhiza Rivera and Yuliana Perez Castillo, Treasurer's Office; Dan Mack and Jeff Liner, Public Works; Marianne Ophardt, Benton County WSU Extension; Aileen Coverdell, Auditor's Office; Assessor Bill Spencer.

#### Approval of Minutes

The Minutes of April 7, 2015 were approved.

#### Consent Agenda

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

#### Commissioners

- a. Proclamation for Public Service Recognition Week

#### Facilities

- b. Authorization for Placement of Retainage Funds Into Escrow Account for G2 Construction

#### Information Technologies

- c. Premium Support for CourtSight Docket Display System from Infax, Inc.
- d. Contract w/Stormwind LLC for Cisco Online Training Classes for IT Staff

#### Office of Public Defense

- e. Line Item Transfer, Fund No. 0000-101, Dept. 136

### Personnel

- f. Participation Agreement w/United Employees Benefit Trust for Sheriff Clerical Employees

### Public Works

- g. Authorization for Project Plans for Clodfelter Road Middle School
- h. Purchase Authorization of Boom Mower & Interstater Mower From Washington Tractor, Inc.

### Sheriff

- i. Grant Funding for Marine Patrol Federal Financial Assistance Grant & Boating Safety Program
- j. Payment Authorization to Public Safety Center for Riot Gear
- k. One-Time Payment for Lunch Provided to Oral Board Assessors
- l. Authorizing Expenses Related to Oral Board Assessors

Chairman Delvin said the Board wanted to recognize County Administrator David Sparks for his 30 years of service and presented a certificate of appreciation from the Board.

### Public Safety Tax Update

Loretta Smith Kelty gave a Powerpoint presentation on the public safety tax update and briefly discussed the following:

- Schedule
  - Ballot, Establishing Fund; Agreement w/WA DOR
  - Budget
    - Expenditures
    - Revenue – \$433,000 (one month)
- Phase 1 – Determine Space needs for 34 people
  - Ms. Smith Kelty asked the Board if it wanted to use public safety dollars for construction and remodeling. She discussed some proposed shuffling of offices and remodeling and said she would put together some numbers for construction and remodeling and bring back to the Board. The Board agreed.

Chairman Delvin asked about the space at the Annex and previous issues regarding air quality. It was stated the building was checked multiple times and was determined to be okay. The Assessor indicated he was good with it.

- Phase 2 – Establish a Reserve; The Board agreed it wanted to establish a reserve at 13% to 15%.
- Phase 3 - Starting July 1 approve limited priority 1 position requests (at this time) then with sales tax collections establish some track record and start to build reserves; the Board agreed.

### **Programming Update on Forage Research**

Marianne Ophardt, WSU Benton County Extension and Steve Norberg, WSU Franklin County Extension and regional forage specialist, briefed the Board on current forage research as follows:

- Alfalfa Variety Trials
- Timothy-Teff Research
- Soybeans for hay, silage and intercropped with corn silage
- Reducing Hay costs by using soybeans
- Influence of harvest timing on dry matter production
- Intercropping Study
- Teff herbicide and label registration of Latigo

### **Juvenile Center Renovation Study Presentation**

Richard Frederkind and Nitish Suvarna, Dyron Murphy Architects presented a Powerpoint and reviewed the three draft concept plans for the Benton-Franklin Juvenile Justice Center. The presentation included the following:

- Review of Project Scope
- Existing Site -- Analysis
- Background Demographics
- Survey Summary
- Program of Requirements
- Concept Options & Comparison
- Option 1 - \$6,652,000.00
- Option 2 - \$7,257,630.00
- Option 3 - \$7,862,621.00

It was noted the above estimates did not include the cost of renting temporary space during construction or the cost of design/construction of the leased space.

Chairman Delvin said he failed to convince legislators to give the County any money for the renovation.

Franklin County would be receiving the same presentation on the following day. The architects indicated they would refine the design and give a final presentation in early June. The Board discussed whether it would be able to having a bi-county meeting for the final presentation.

### **Ribbon Cutting – Antinori Road**

Dan Ford and Jeff Liner informed the Board they were just finishing construction and the road was open and invited the Board to a ribbon cutting on April 21.

### **Kennewick Shop Change Orders**

Dan Ford and Dan Karas, Stantec Architects, updated the Board on the Kennewick Maintenance Facility and discussed the change orders.

#### **Change Order No. 1**

Change Order No. 1 was for the building permit reimbursement, boiler vent change, reorientation of sand/salt building and sand/salt footing, added Fire Hydrant, and epoxy floor in the amount of \$56,542.25.

#### **Change Order No. 3**

Change Order No. 3 had to do with functionality and increased storage in the amount of \$43,963.18.

**MOTION:** Commissioner Small moved to approve Change Orders One and Three in the amount of \$100,505.43 plus WSST for the Contract with Fowler General Construction for the Public Works Kennewick Maintenance Facility. Commissioner Beaver seconded and upon vote, the motion carried.

### **Other Business**

#### **Contract for Forensic Pathologist**

Coroner John Hansens said he had two forensic Pathologists on contract but they were both going to be unavailable for a limited time period and he requested the Board sign an additional contract with Dr. Carl Wigren.

**MOTION:** Commissioner Small moved to approve the contract between Benton County and Dr. Carl Wigren for forensic pathology services. Commissioner Beaver seconded and upon vote, the motion carried.

#### **Public Safety Tax**

Sheriff Keane discussed his concern about using the public safety tax for capital improvements that were not originally proposed in the ballot measure language. Additionally, since they were only hiring at 80%, he wanted to know if the reserve fund would be used for capital projects or hiring.

Chairman Delvin said that would be discussed after they determined capital costs but the reserve fund in his mind would be to make it to the 10-year mark on the personnel and program costs.

Commissioner Small agreed and said they needed to wait until they had information on capital costs. He discussed priorities and percentages and what they would do if there was a shortfall.

Commissioner Beaver said they were limited by space as well and they needed to see the numbers and how it would go. He said he didn't see them spending a bunch of money for capital out of the safety tax funds.

Mr. Sparks said the reserves would be for cash flow management since sales tax was not straightlined and he saw the renovations as simple remodels whether they would be paid from capital or sales tax. Additionally, during the 10-year period they would have to factor car replacement into that so would come from reserves as well.

#### Greater Columbia Behavioral Health (GCBH)

Commissioner Small said he asked GCBH to come to the Board meeting. Ken Roughton and Troy Wilson said they were there to answer questions regarding whether the county decided to contract out crisis services.

Chairman Delvin asked about the money received from GCBH. Mr. Roughton said that GCBH held a contract with Benton County as a licensed mental health provider and then Benton County in turn provided direct services. If Benton County chose to not provide but have another community based provider, they would carry that risk and would be required to indemnify the County.

Ryan Brown asked for confirmation that if Lourdes were picked up, if the contract would be between GCBH and Lourdes. They said the Bylaws allowed Benton County to pick the provider and GCBH was then required to make sure the provider could provide that service adequately and would contract with Lourdes directly.

The Board asked if there were other counties that still had the county based service and Mr. Roughton said that Skamania and Grant Counties for sure still did but the trend was for the non-profits to provide the service. He added that from the consumer perspective, they should not notice any difference.

Commissioner Small asked if it would provide more money for services if the service was contracted out and he also discussed consolidated crisis response.

Mr. Roughton said the theory was with reduced administrative overhead through integration would be less admin and more services and the legislation right now stated that by 2020 they would integrate all services for the entire spectrum of care. He said he wanted to emphasize that GCBH did not promote an agenda but their goal was good services.

Commissioner Small also asked if Lourdes could provide the required services and he stated they provided as close to a full spectrum of services as possible.

Chairman Delvin asked Mr. Brown if he could review the legal aspects of the issue and Mr. Brown said he would like to have a meeting with Troy Wilson to get more information.

Commissioner Small asked Loretta Smith Kelty if she had any new information and she said she confirmed the rent (\$10,000/month) and administrative costs. She said they were required to pay the lease through May 2017 and may have to look at repaying landlord improvements (\$50,000 to \$60,000). She said she looked at the IT improvements as something they would have done anyway but there were licensing costs they might not have to pay for.

Commissioner Small discussed the admin costs, that transitioning this would save \$400,000 per year, and there was \$5.1 million in reserves to buy out and transition out.

Some issues to be reviewed included:

- Reserve fund (whether it could be transferred)
- 2.5 cents per thousand tax collection
- Costs of getting out of the lease
- Negotiation on union contract (Mr. Sparks said they would have to negotiate the effects of that decision)
- What was shared with Franklin County

Chairman Delvin said he wanted public input on this issue as well. Commissioner Beaver said a financial analysis and review of timing of these issues was needed. He said the Board should also decide whether its goal was to eliminate the Bi-County Human Services Department.

#### ECA Meeting

Commissioner Beaver requested permission to go to the ECA meeting in May with Adam Fyall for the nuclear summit. The Board agreed.

#### Public Safety Sales Tax

Coroner John Hansens said he found the results of the Public Safety Tax update unacceptable. He said he asked for an employee a year ago and was turned down and told to look at the 3/10 sales tax funding. He said he made his request for that and now being told he would have to wait for January did not help him. He said he needed an employee immediately and if the Board needed facts and figures he would provide that.

The Board recessed, reconvening at 11:06 a.m.

#### Executive Session – Pending Litigation

The Board went into executive session with DPA Ryan Lukson for approximately 15 minutes to discuss pending litigation. Also present were Ryan Brown, Loretta Smith Kelty, David Sparks and Cami McKenzie. The Board came out at 11:12 a.m. No decisions were made in executive session.

## **Vouchers**

Check Date: 04/03/2015

### Payroll Checks

Warrant #: 238362-238448

Direct Deposit #: 102973-103564

Total all funds: \$2,075,174.35

### Payroll Deductions Transfers

Taxes #: 10115041-101150414

Total all funds: \$1,744,415.16

### Payroll Deductions Warrants

Warrant #: 119741-119754

Total all funds: \$361,168.25

Check Date: 04/10/2015

Procurement Cards #: 0415, 04151

Total all funds: \$169,628.09

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

## **Resolutions**

- 2015-282: Proclamation for Public Service Recognition Week
- 2015-283: Authorization for Placement of Retainage Funds Into Escrow Account for G2 Construction
- 2015-284: Premium Support for CourtSight Docket Display System from Infax, Inc.
- 2015-285: Contract w/Stormwind LLC for Cisco Online Training Classes for IT Staff
- 2015-286: Line Item Transfer, Fund No. 0000-101, Dept. 136
- 2015-287: Participation Agreement w/United Employees Benefit Trust for Sheriff Clerical Employees
- 2015-288: Authorization for Project Plans for Clodfelter Road Middle School
- 2015-289: Purchase Authorization of Boom Mower & Interstater Mower From Washington Tractor, Inc.
- 2015-290: Grant Funding for Marine Patrol Federal Financial Assistance Grant & Boating Safety Program
- 2015-291: Payment Authorization to Public Safety Center for Riot Gear
- 2015-292: One-Time Payment for Lunch Provided to Oral Board Assessors
- 2015-293: Authorizing Expenses Related to Oral Board Assessors
- 2015-294: Approving Change Order One and Change Order Three – Kennewick Maintenance Facility
- 2015-295: Approving Contract with Dr. Carl Wigren

There being no further business before the Board, the meeting adjourned at approximately 11:12 a.m.

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Chairman



**Linda Robb**

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**From:** Linda Robb  
**Sent:** Thursday, May 07, 2015 9:25 AM  
**To:** Gordon Cable; Kyle Sullivan  
**Cc:** Shon Small  
**Subject:** CRU staff

It is imperative that staff discontinue any activities what so ever that negate the counties decisions and reputation. I know that you have already sent out notice that NO documents what so ever relating to these decisions leave the office without my approval but it obviously needs to be reiterated as the commissioners received a letter regarding the CRU privatization issue that I had no knowledge of. This is unacceptable behavior by staff and can not be tolerated.

Linda Robb

Director

Department of Human Services

Benton and Franklin Counties

**Linda Robb**

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**From:** Linda Robb  
**Sent:** Friday, May 15, 2015 9:12 AM  
**To:** 'Brad Peck'; Jerome Delvin; Shon Small; Rick Miller; Jim Beaver; Robert Koch  
**Cc:** David Sparks  
**Subject:** FW: CRU staff

Good morning all,

I spoke to Jerome this morning and he asked that I send you all a copy of an email I sent to CRU and Cc'd Shon on after I learned from Shon of the behavior of CRU staff at the NAMI forum on Monday night at the Library (May 4). At that time I had informed Shon that I had no knowledge of the CRU staff who attended and I had not asked them to go or talk about anything. Shon was appreciative of the email. I was informed by Kyle Sullivan that he had sent a memo to each employee informing them not talk to press and of my email below. If you need anything further please let me know.

Linda Robb

-----Original Message-----

**From:** Linda Robb  
**Sent:** Thursday, May 07, 2015 9:25 AM  
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Linda Robb  
Director  
Department of Human Services  
Benton and Franklin Counties

Benton County Commissioners

Jerome Delvin, Chairman  
Shon Small, Chair Pro Tem  
James R. Beaver, Member  
(509) 786-5600  
(509) 736-3080 (toll-free from Tri-Cities)

***BENTON AND FRANKLIN COUNTIES***

Franklin County Commissioners

Brad Peck, Chairman  
Rick Miller, Chair Pro Tem  
Robert E. Kock, Member  
(509) 545-3535

**AGENDA**

BENTON and FRANKLIN COUNTIES  
Special Bi-County Meeting via Teleconference  
Friday, May 15, 2015

Benton County Commissioners  
Benton County Justice Center  
Commissioners' Board Room  
7122 W. Okanogan Place, Bldg. A  
Kennewick, WA 99336

Franklin County Commissioners  
Franklin County Courthouse  
1016 N. 4<sup>th</sup> Avenue  
Pasco, WA 99301

**1:30 pm**

- ▶ Discussion on the Future of the Crisis Response Unit
- ▶ Executive Session: Review the Performance of a Public Employee
- ▶ Possible Management Decision Regarding a Public Employee

**Linda Robb**

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**From:** Brad Peck <bpeck@co.franklin.wa.us>  
**Sent:** Friday, May 15, 2015 8:10 AM  
**To:** Linda Robb  
**Subject:** RE: Friday meeting

Here is the entire text of the advertised Franklin County agenda for today...

1:30 pm Franklin County Board of Commissioners will hold a conference call meeting with Benton County Commissioners regarding the Crisis Response Unit of the Human Services Department

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**From:** Linda Robb [Linda.Robb@co.benton.wa.us]  
**Sent:** Thursday, May 14, 2015 3:20 PM  
**To:** Brad Peck  
**Subject:** Friday meeting

the highlighted portion regarding me?

Benton County Commissioners BENTON AND FRANKLIN COUNTIES Franklin County Commissioners Jerome Delvin, Chairman Brad Peck, Chairman Shon Small, Chair Pro Tem Rick Miller, Chair Pro Tem James R. Beaver, Member Robert E. Kock, Member

(509) 786-5600 (509) 545-3535

(509) 736-3080 (toll-free from Tri-Cities) AGENDA BENTON and FRANKLIN COUNTIES Special Bi-County Meeting via Teleconference Friday, May 15, 2015 Benton County Commissioners Benton County Justice Center Commissioners' Board Room

7122 W. Okanogan Place, Bldg. A

Kennewick, WA 99336

Franklin County Commissioners

Franklin County Courthouse

1016 N. 4th Avenue

Pasco, WA 99301

1:30 pm

Discussion on the Future of the Crisis Response Unit Executive Session: Review the Performance of a Public Employee  
Possible Management Decision Regarding a Public Employee

Linda M. Robb

Benton and Franklin Department of Human Services Director

509-783-5284

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**Linda Robb**

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**From:** Linda Robb  
**Sent:** Thursday, May 14, 2015 4:18 PM  
**To:** 'Janet Taylor'  
**Subject:** RE: Friday meeting

Thank you but this is starting to feel like a hostile work place situation

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**From:** Janet Taylor [mailto:jtaylor@co.franklin.wa.us]  
**Sent:** Thursday, May 14, 2015 4:03 PM  
**To:** Linda Robb  
**Subject:** RE: Friday meeting

I have not received word on who Benton County intends to have this session about. Could be you, could be me I suppose ☺

Regards,

Janet E. Taylor  
Senior DPA, LR & HR  
Franklin County Human Resources Department  
1016 North 4th Ave.  
Pasco, WA 99301  
(509) 546-5819  
(509) 545-3573

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**From:** Linda Robb [mailto:Linda.Robb@co.benton.wa.us]  
**Sent:** Thursday, May 14, 2015 3:25 PM  
**To:** Janet Taylor  
**Subject:** FW: Friday meeting

Is the highlighted portion regarding me?

Benton County Commissioners ***BENTON AND FRANKLIN COUNTIES*** Franklin County Commissioners  
Jerome Delvin, Chairman Brad Peck, Chairman  
Shon Small, Chair Pro Tem Rick Miller, Chair Pro Tem  
James R. Beaver, Member Robert E. Kock, Member  
(509) 786-5600 (509) 545-3535  
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**AGENDA**

**BENTON and FRANKLIN COUNTIES**  
Special Bi-County Meeting via Teleconference  
Friday, May 15, 2015

Benton County Commissioners  
Benton County Justice Center  
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122 W. Okanogan Place, Bldg. A  
Kennewick, WA 99336  
Franklin County Commissioners  
Franklin County Courthouse  
1016 N. 4th Avenue  
Pasco, WA 99301

**1:30 pm**

Discussion on the Future of the Crisis Response Unit

Executive Session: Review the Performance of a Public Employee

Possible Management Decision Regarding a Public Employee

Linda M. Robb  
Benton and Franklin Department of Human Services  
Director  
509-783-5284

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## **Linda Robb**

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**From:** Linda Robb  
**Sent:** Friday, July 10, 2015 10:43 AM  
**To:** Lexi Wingfield; Stephen Hallstrom  
**Cc:** Loretta SmithKelty  
**Subject:** RE: Miranda Termination Letter

Steve suggested that I run this by Jarrod and I have not heard back from him yet. I will give Joel the attached letter today but I would like to note that I believe we should state that the reason for termination is because "certain entities" expressed concerns about his past criminal background and that through your investigation the decision was made by Benton county to terminate him as he was found to be too much of a liability. Just my thoughts.

Linda

**From:** Lexi Wingfield  
**Sent:** Friday, July 10, 2015 10:21 AM  
**To:** Linda Robb; Stephen Hallstrom  
**Cc:** Loretta SmithKelty  
**Subject:** RE: Miranda Termination Letter

Linda,

The draft letter Steve sent you is sufficient in this case (the exception is the termination date you noted). Please sign and send Mr. Miranda the letter Steve drafted with the minor date change by noon today.

Lexi Wingfield  
Personnel Manager  
509-737-2777

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**From:** Linda Robb  
**Sent:** Friday, July 10, 2015 8:35 AM  
**To:** Stephen Hallstrom  
**Cc:** Loretta SmithKelty; Lexi Wingfield  
**Subject:** RE: Miranda Termination Letter

Sorry it has taken me a few days to get back to you on this, as you know this has been very upsetting to me. I would like the letter to be more specific as to why Joel was terminated, Since neither he nor I were not notified that an investigation was going on he is still in a state of disbelief surrounding being terminated. Also the date of termination was July 8 not July 7.

Thank you

Linda Robb

**From:** Stephen Hallstrom  
**Sent:** Wednesday, July 08, 2015 6:04 PM  
**To:** Linda Robb  
**Cc:** Loretta SmithKelty; Lexi Wingfield; Stephen Hallstrom  
**Subject:** Miranda Termination Letter



Linda,

We have attached a proposed termination letter for the above employee. The letter requires completion of the employee's mailing address of record. You may also want to "cc" Jared from Franklin County as well. Please provide us with a signed copy of the letter. Thank you.

Contact me with questions.

Steve

*Stephen J. Hallstrom*

Senior Deputy Prosecuting Attorney  
Office of the Benton County Prosecutor, Civil Division  
7122 W. Okanogan Place, Bldg. A  
Kennewick WA 99336  
Phone: (509) 735-3591  
Fax: (509) 222-3705

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July 8, 2015

Joel A. Miranda

FAX AND USPS

Richland WA 99354

Re: *Termination Notice*

Dear Mr. Miranda:

After a thorough review and careful consideration of all information related to recent concerns, it has been determined best to terminate your at-will employment with Human Services. As advised yesterday, your employment with the agency ended at the close of business on July 7, 2015.

Please immediately return any agency equipment/property in your possession or control, including without limitation: office/building keys, gasoline card, telephone, etc. Thank you.

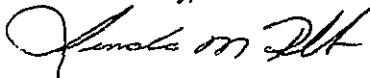
Contact Karlee in the Benton County Personnel Resources Department with any questions you may have regarding COBRA benefits. The phone number is 509.737.2777. The Personnel Resources Department is located on the 2<sup>nd</sup> floor of the Benton County Justice Center, in Kennewick.

The Personnel Resources Department will make the necessary arrangements for the return of any personal property remaining in your office.

Your final paycheck will be mailed to your address of record on August 5, 2015, to include a payout for accrued sick and annual leave, as otherwise eligible pursuant to Benton County personnel policies.

Best wishes in your future endeavors.

Sincerely,



Linda M. Robb  
Human Services Administrator

CC: Loretta Smith Kelty, Deputy County Administrator  
Lexi J. Wingfield, Personnel Manager

LMR:bms

COMMISSIONERS RECORD 53  
FRANKLIN COUNTY  
Commissioners' Proceedings for April 8, 2015

*This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.*

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Brad Peck, Chairman; and Robert E. Koch, Member; Jerrod MacPherson, Interim County Administrator; and Mary Withers, Clerk to the Board. Rick Miller, Member, was absent on personal business.

Meeting convened at 9:00 am with the Pledge of Allegiance.

**PUBLIC WORKS**

Public Works Director Matt Mahoney and County Engineer Craig Erdman met with the Board. Those present in the audience included Gordon Cable, Kevin Dougherty, Doug Conner, Earl Nettnin, Barbara Mead, John Serle, Linda Robb, Walter R. Neff and Steve Norberg.

Administrative office furniture purchase (9:02 am)

**Motion** – Mr. Koch: I move for authorizing Public Works Department to procure ceiling-high wall and office furniture, including installation, at a cost of \$6470.88, Resolution Number 2015-141. Second by Mr. Peck. 2:0 vote in favor.

CRP 613 – Blanton Road Guardrail (9:04 am)

**Motion** – Mr. Koch: I move for approval of the Resolution 2015-142 initiating a County Road Project designated as CRP 613, Franklin County Safety – Blanton Guardrail. Second by Mr. Peck. 2:0 vote in favor.

**Motion** – Mr. Koch: I move for approval of Resolution 2015-143 regarding CRP 613, Franklin County Safety – Blanton Guardrail, approving Local Agency Federal Aid Project Prospectus and Local Agency Agreement between Franklin County and Washington State Department of Transportation. Second by Mr. Peck. 2:0 vote in favor.

CRP 614 – Taylor Flats Bridge #903-3.46 Widening (9:09 am)

**Motion** – Mr. Koch: I move for approval of initiating County Road Project designated as CRP 614 – Taylor Flats Bridge 903-3.46 widening, Resolution 2015-144. Second by Mr. Peck. 2:0 vote in favor.

COMMISSIONERS RECORD 53  
FRANKLIN COUNTY  
Commissioners' Proceedings for April 8, 2015

**Motion**- Mr. Koch: I move for approval of Resolution 2015-145 regarding CRP 614 – Taylor Flats Bridge widening, approving local Agency Federal Aid Project Prospectus and Local Agency Agreement between Franklin County and Washington State Department of Transportation. Second by Mr. Peck. 2:0 vote in favor.

2015 Miscellaneous Materials (residual) awards (9:13 am)

**Motion** – Mr. Koch: I move for approval of Resolution 2015-146 regarding awarding the 2015 miscellaneous materials bids to various suppliers. Second by Mr. Peck. 2:0 vote in favor. The suppliers are: C&E Trenching, LLC; American Rock Products; and Granite Construction Company. (Exhibit 1)

Award of crack seal project (9:16 am)

**Motion** – Mr. Koch moved for approval to award the CRMP 2015-01 crack sealing county-wide bid award letter to B.C.V., Inc. It will provide crack sealing for 88.8 centerline miles. 2:0 vote in favor. (Exhibit 2)

Public Hearing: Establishment of a Juniper Dunes access road (9:20 am)

Public Hearing convened at 9:20 am. Present: Commissioners Peck and Koch; Interim County Administrator Jerrod MacPherson; Public Works Director Matt Mahoney; Engineer Craig Erdman; and Clerk to the Board Mary Withers. Those present in the audience included: Gordon Cable, Kevin Dougherty, Doug Conner, Earl Nettnin, Barbara Mead, John Serle, Linda Robb, Walter R. Neff, Steve Norberg, Tim Waters, C\_\_\_\_\_ Wilson and Connie Gillispie.

Mr. Mahoney described the process, both historically and into the future.

Craig Erdman gave the engineer's report including the written report (Exhibit 3) and recommended Alternative 2 as the preferred alternative.

Mr. Peck asked if anyone in the audience would like to speak.

Doug Conner spoke in favor of having legal access. He represents the Eastern Washington Dirt Riders Club. He said Alternative 2 sounds good.

Walter Neff said he is not for this road and he is not against it. Using the map, he pointed out parcels he owns. Points he mentioned were:

- possible power line easement
- safety considerations for where the road turns onto and off the Pasco-Kahlotus Highway

COMMISSIONERS RECORD 53  
FRANKLIN COUNTY  
Commissioners' Proceedings for April 8, 2015

- a request to have a tough fence built that will withstand the shifting sand, both to keep cattle in and to keep people out
- concerns about emergency services
- environmental concerns that are likely to be raised
- A request for the area to be closed in June, July and August because of fire danger

Earl Nettnin, representing a four-wheel drive organization, spoke in favor of having the road built and said he thinks Alternate Route 2 would be the best choice.

Mr. Peck asked three times if anyone else would like to speak. There was no response. Hearing was closed to public participation.

Mr. Koch expressed thanks to the Public Works Department staff, legislators, and others for the work they have done. He supports Alternate Route 2.

Mr. Peck also expressed thanks. He feels a new road will make it easier for emergency services to get to the Juniper Dunes area. He does not think the access to the area can be closed during summer months but does understand Mr. Neff's concern. He briefly explained some aspects of Franklin County being designated as a range area county and some fencing requirements. He does not envision the county will build a fence but asked the Public Works Department to find out more information about possible fencing. Mr. Peck favors Route 2.

**Motion** – Mr. Koch: Mr. Chairman, I move for approval of Resolution 2015-147 regarding selecting Alternate 2 as the preference of Franklin County for Juniper Dunes Access Road Project. Second by Mr. Peck. 2:0 vote in favor.

**HUMAN SERVICES (HS) (9:57 am)**

HS Administrator Linda Robb and Gordon Cable met with the Board. Present in audience: Kevin Dougherty, Barbara Mead, John Serle, Connie Gillispie, Steve Norberg and Tim Waters.

**Crisis Response Unit**

Ms. Robb and Mr. Cable told the Board about their concerns regarding talk of eliminating the Crisis Response Unit.

COMMISSIONERS RECORD 53  
FRANKLIN COUNTY  
Commissioners' Proceedings for April 8, 2015

**WSU EXTENSION (10:24 am)**

WSU Extension Director Tim Waters and Extension Agent Steve Norberg met with the Board. Present in audience: Gordon Cable, Linda Robb, Barbara Mead, John Serle and Connie Gillispie.

Regional forage programming update

Mr. Waters gave the Board a graph showing financial impacts that result from the work done in the WSU regional forage program.

Mr. Norberg gave an update including the following: growing soybeans as hay; alfalfa variety trials; Latigo®, a herbicide used in teff; intercropping corn with soybeans; and research to determine how much nitrogen should be applied to timothy hay.

**OFFICE BUSINESS**

Public Comment

Barbara Mead, Vice President for Behavioral Health at Lourdes Health, met with the Board. Present in audience: John Serle, Connie Gillispie, Linda Robb, Gordon Cable, Diana Killian and Ashley Heyen.

Ms. Mead gave the Board members a handout about the continuum of services and told the Board about the mental health treatment that occurs in the community in conjunction with the Crisis Response Unit and answered questions. Mr. Peck and Mr. Koch indicated that the Franklin County Commissioners have not made any decisions regarding support or non-support concerning the future status of the Crisis Response Unit.

**AUDITOR (10:55 am)**

Election Administrator Diana Killian met with the Board. Present in audience: Election Deputy Ashley Heyen.

Precinct Boundary Adjustments and Creation of New Precincts

Ms. Killian explained the proposed precinct boundary adjustments and new precincts and answered the Board's questions. The resolution to approve the changes will be placed on the April 15 consent agenda.

**Recessed** at 11:16 am.

**Reconvened** at 11:26 am.

COMMISSIONERS RECORD 53  
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**OFFICE BUSINESS**Vouchers

**Motion** – Mr. Koch moved for approval of County Road payroll and Motor Vehicle payroll in the amount of \$83,548.21 as approved by deputy auditor and prepared by Julie Jordan. Second by Mr. Peck. 2:0 vote in favor. (Exhibit 5)

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
<b>County Road</b>		
Payroll	112201-112217	20,248.80
Direct Deposit		39,073.33
		<hr/> 59,322.13
Benefits	112218-112221	12,065.54
	<b>Total</b>	<hr/> <b>\$71,387.67</b> <hr/>
<b>Motor Vehicle</b>		
Payroll	112184-112196	\$4,663.42
Direct Deposit		5,339.07
		<hr/> \$10,002.49
Benefits	112197-112200	2,158.05
	<b>Total</b>	<hr/> <b>\$12,160.54</b> <hr/>
<b>Grand Total All Payrolls</b>		<hr/> <b>\$83,548.21</b> <hr/>

**Motion** – Mr. Koch moved for approval of fund expenditures totaling \$107,005.65. Second by Mr. Peck. 2:0 vote in favor. (Exhibit 6)

<u>Fund Expenditures</u>	<u>Warrants</u>		<u>Amount Issued</u>
TRAC Operations	112074	112097	15,071.33
Current Expense	112098	112132	23,797.60
Enhanced 911/State Contract	112133	***	168.00
Current Expense	112134	112151	22,411.83
Enhanced 911/State Contract	112152	***	168.00
Ending Homelessness Fund	112153	112155	7,489.29
Affordable Housing	112156	***	23,250.00
.3% Criminal Justice Const Fund	112157	112158	2,902.05
Jail Commissary	112159	112164	2,439.78
Enhanced 911/State Contract	112165	112167	3,717.97
FC Capital Projects Fund	112168	112169	1,731.81
County Roads	112172	112180	2,575.22
Motor Vehicles	112181	112183	1,282.77
	<b>Grand Total</b>		<hr/> <b>107,005.65</b> <hr/>

COMMISSIONERS RECORD 53  
FRANKLIN COUNTY  
Commissioners' Proceedings for April 8, 2015

Consent Agenda

**Motion** – Mr. Koch: I move for approval of consent agenda items 1 through 7, pulling item #6.

Mr. Peck asked to pull item #4 pending receipt of an updated PA opinion. **Amendment to**

**motion**: Mr. Koch moved to pull item 4 and item 6 and approve items 1, 2, 3, 5 and 7. Second by Mr. Peck. 2:0 vote in favor.

1. Approval of Resolution 2015-148, Food Service Contract Amendment #10 between Benton-Franklin Counties Juvenile Justice Center and ARAMARK Correctional Services, LLC. This resolution replaces Franklin County Resolution 2015-116.
2. Approval of Resolution 2015-149, Amendment to Professional Services Agreement to Provide Legal Representation to Indigent Persons in Benton-Franklin Counties Juvenile Court Division, Contract #BFJC1315JMA001A, between Jennifer M. Azure and Benton and Franklin Counties Juvenile Justice Center
3. Approval of Resolution 2015-150, Professional Services Agreement to Provide Legal Representation to Persons Participating in Benton-Franklin Counties Superior Court Adult Drug Court Program, Contract #BFSC1517SWJ001D, between Benton and Franklin Counties and Attorney Scott Johnson

(Clerk's Note: Item 4 was pulled from the consent agenda.)

4. Approval of Ordinance 4-2015, an ordinance related to the Franklin County Superior Court Clerk assessing a separate fee for providing expedited clerk services and creating a new code section for the ordinance
  5. Approval of Resolution 2015-151, DSHS Agreement Number 1363-85232, Amendment No. 06, between Department of Social and Health Services, Division of Behavioral Health and Recovery, and Benton and Franklin Counties Department of Human Services
- (Clerk's Note: Item 6 was pulled from the consent agenda.)
6. Approval of Resolution 2015-\_\_\_\_, Addendum No. 1 to Agreement between Franklin County and the City of Mesa, amending Resolution 2013-466
  7. Approval of Franklin County Commissioner Proceedings for April 1, 2015

**COUNTY ADMINISTRATOR**

Interim County Administrator Jerrod MacPherson met with the Board.

**Executive Session** at 11:31 am pursuant to RCW 42.30.110(1)(b), real estate acquisition or site selection expected to last up to 15 minutes.

**Open Session** at 11:52 am.



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Commissioners' Proceedings for April 8, 2015

**Motion** – Mr. Koch: I move to approve the division of county-owned property, dividing Lot 3 of Binding Site Plan 2001-06, Tax Parcel Number 117-490-062, into three parcels. Second by Mr. Peck. 2:0 vote in favor. Resolution 2015-152 was approved.

**Motion** - Mr. Koch: Mr. Chairman, I move for approval of a resolution for a Settlement Agreement between Franklin County and CMV Holdings, LLC. Second by Mr. Peck. 2:0 vote in favor. Resolution 2015-153 was approved.

**Recessed** at 11:56 am.

**Reconvened** at 11:58 am.

**HUMAN RESOURCES (HR)** (11:58 am)

HR Director Carlee Nave met with the Board.

**Executive Session** at 11:59 am pursuant to RCW 42.30.110(1)(g) to discuss the performance of a public employee expected to last up to 10 minutes, reserving the right to come out early.

**Open Session** at 12:02 pm.

**Executive Session** at 12:02 pm pursuant to RCW 42.30.140(4) regarding labor-contract negotiations expected to last up to five minutes.

**Open Session** at 12:09 pm.

**Adjourned** at 12:12 pm.

COMMISSIONERS RECORD 53  
FRANKLIN COUNTY  
Commissioners' Proceedings for April 8, 2015

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until April 15, 2015.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Chairman Pro Tem

\_\_\_\_\_  
Member

Attest:

\_\_\_\_\_  
Clerk to the Board

Approved and signed April 22, 2015.

COMMISSIONERS RECORD 55  
FRANKLIN COUNTY  
Commissioners' Proceedings for May 15, 2015

*This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim.*

Special Bi-County Board Meeting  
Friday, May 15, 2015  
1:00 pm  
*Franklin County Courthouse, Commissioners' Meeting Room  
Pasco, WA 99301*

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Brad Peck, Chairman; Rick Miller, Chair Pro Tem; and Robert E. Koch, Member; Jerrod MacPherson, Interim County Administrator; and Valerie Loffler, Clerk to the Board. The meeting convened at 1:00 pm.

**RFP AWARD FOR AUCTIONEERING SERVICES (1:00 pm)**

Interim County Administrator Jerrod MacPherson reported three responsive proposals were received on May 13, 2015, from Higginbotham International, Musser Brothers Auctioneers and Booker Auction. The proposals were further reviewed and evaluated by himself, Chief Civil Deputy Prosecuting Attorney Tim Dickerson and Public Works Director Matt Mahoney. (Exhibit 1)

Resolution 2015-196

**Motion** – Mr. Miller: I move to award the auctioneering services contract to Musser Brothers Auctioneering as the lowest bidder.

Second by Mr. Koch. 2:1 vote in favor. Mr. Koch opposed.

**HUMAN SERVICES - CRISIS RESPONSE UNIT (1:30 pm)**

The Honorable Boards of Benton and Franklin County Commissioners met by conference call at 1:30 pm. Present representing Franklin County were Chairman Brad Peck, Chair Pro Tem Rick Miller, and Commissioner Robert E. Koch.

Present representing Benton County were Chairman Jerome Delvin, Chair Pro Tem Shon Small, and Commissioner James R. Beaver. Ken Roughton, Greater Columbia Behavior Health Director, also participated in the discussion.

COMMISSIONERS RECORD 55  
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Commissioners' Proceedings for May 15, 2015

Present in the audience were Chuck Eaton, Kevin Dougherty, Kris Ann Kennedy, Tim Dickerson, Gabriel Portugal, Gordon Cable, Janet Taylor, Terry and Shelley Grimshaw, Linda Robb, Matt Beaton, and Judy Cox.

Benton County Commission Chairman Jerome Delvin announced the purpose of the joint meeting is to discuss the future of Crisis Response. No action is expected.

Benton County Commissioner Shon Small led the discussion to privatize mental health services in Benton County. The County would no longer provide crisis response and other mental health services. Instead, a private agency would create a "one-stop shop." He added that it would also put Benton County in line with the State's intent to combine its chemical dependency, mental health and health care systems by 2020.

The Boards discussed litigation risks, severable liability, and whether or not there were any inherent conflicts of interest having a single provider for all services. The Boards also considered preparation and timeline for a Request for Proposal (RFP).

Benton County Chairman Delvin suggested a commissioner from each county hold public meetings and gather information. Commissioner Robert E. Koch will represent Franklin County. Franklin County Chairman Brad Peck requested each of the six commissioners provide a list of questions.

Greater Columbia Basin Behavioral Health Director Ken Router responded to questions about the impact on services.

Benton County Commissioner James R. Beaver spoke in support of an RFP. He would prefer Commissioners Small and Koch bring back additional information.

Franklin County Chairman Brad Peck and Benton County Chairman Jerome Delvin agreed a legal opinion would be necessary to determine if the RFP could be passed off to the Greater Columbia Basin Behavioral Health if either of the two counties doesn't wish to participate.

Deputy Prosecuting Attorney Janet Taylor reported it wouldn't be appropriate for Franklin County to participate in the Executive Session scheduled by Benton County because it wasn't properly noticed in Franklin County.

Franklin County Commissioners adjourned at 3:00 pm.

COMMISSIONERS RECORD 55  
FRANKLIN COUNTY  
Commissioners' Proceedings for May 15, 2015

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until May 20, 2015.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

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Brad Peck, Chairman

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Rick Miller, Chairman Pro Tem

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Robert E. Koch, Member

Attest:

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Clerk to the Board

Approved and signed May 27, 2015.

8-12-14 - I sent an email expressing concerns about the Crisis Response Center

8-14-14 - Shon Small gets upset with me for writing the email

8-20-14 - Met with David Sparks who told me not to worry about it. said he thought there was nothing wrong with my email.

Called Shon Small to apologize and to ask if "We were good" Shon said that we were good.

10-21-2014 - Commissioner Small calls Joel Chavez and myself into an executive session to "scold us" on the approach taken to possibly close down the ~~then~~ Richland branch of the Tri-Cities Community health chemical dependency program. Later Shon admitted he was in error. The same day at a Fiscal + Funding Committee meeting Commissioner Small met with Dell Anderson at CCBH, when I walked in on them Dell admitted that I had done nothing wrong to both Shon + I.

3-25-2015 - informed by Gordon Cable that there was a rumor being reported by CRU employees that CRU was being closed as a county program and moving to Lourdes Counseling Center. Gordon said Commissioner Small had confirmed this

~~3-27-2015 - met with commissioner Bea~~

3-25-2015 - Called commissioner small and asked him about the CRU matter. Shon reported that he had been talking about this since 8-2014 he reported he did not tell me because he did not want it ~~in the community~~   
 A-091

3-25-15 (continued) - I spoke to Shon about my frustrations about not being included in these conversations as this concerned the largest facet of my bi-county department. I told Shon of my anger at this decision. Shon reported he had met with Barbara Mead and CCBH staff Ken Roughton & Troy Wilson as well as ~~Barbara~~ Commissioner Koch on this issue. I requested to speak to the boards on this issue and Shon said to bring it to an executive session on April 7th.

→ 3-26-15 - Met with David Sparks to express my concerns with moving ahead and supporting the privatization of CRU. Mr. Sparks told me that he was frustrated with Commissioner Small not having talked to me regarding this issue and informed me that he had advised Shon to talk to me but Shon had declined.

→ 3-25-15 - Previous to my meeting with David I spoke to Loretta Dufort regarding the CRU issue. She reported that she and everyone else who knew, which was most of the county, had advised Shon to talk to me regarding this issue. She empathized with me and suggested I talk to David Sparks.

→ David told me that he suspected staff knew about this issue because he felt Shon had spoken to them about it. I expressed anger and confusion at this and asked "why". David said he didn't know but that he had asked and had not received an answer. David suggested that I speak to the Commission. A-092 Beaver & Deloitte 17



○ one to one basis. I left David's office, and he walked with me to make an appointment with Commissioner Beaur for the next morning at 8:00 am. An appointment was not made with Commissioner Delvin as he was out of town on that day + for the next week.

3-27-15 - Met with Jim Beaur to discuss my concerns about Privatization of CRU and my frustration of being left out of the loop on this. Jim talked to me about the finances and liabilities surrounding the issue and asked me to gather information about this. He informed me that he believed I should have been informed about this from the start and did not know why Shon had not included me.

3-30-15 - Met with Gordon Caple and Kyle Sullivan to go over board presentation on CRU. The meeting opened with Gordon telling me that actually about 6 weeks prior Shon Small had called him and talked to him about the Privatization of CRU and told him not to tell me (Linda Rabb). Gordon reported struggling with this for a long time and not knowing what to do because he did not want to lose his job because he had disobeyed Shon. The meeting ended at this point and resumed later that afternoon. The presentation to the board was developed and it was decided Gordon and I would present together.

3-30-15 - Based on remarks made by David Sparks about Linda Rabb, I confronted Linda Rabb as to if Shon had called or talked to her regarding the CRU issue. Linda admitted that yes Shon had called her and had asked for



○ fiscal information regarding CPU. She also reported that Sharon had told her not to tell me.

April 7 - 2015 - Presented at the Benton County board meeting with Gordon Cable. Prior to my presentation there was an agenda item posted saying "Executive Session regarding the performance of a public ~~employee~~ employee." I told Gordon "I hope that is not about me" After the presentation Commissioner Delvish asked Sharon if he still wanted the executive session and he said No. (See presentation notes and meeting minutes for April 7 Benton County)

\* Sharon had a Press conference with KUDU.

○ April 8, 2015 - Met with Franklin County board of Commissioners with Gordon Cable. Corn. Brad Peck said this was the first time the board was presenting on this issue and hearing about it. Barb Mead spoke at this meeting as well saying Lourdus had made no attempt towards finding out relevant information to take on CPU.

April 9<sup>th</sup> or 10<sup>th</sup>. 2015 Met with Commissioner Delvin to discuss CPU issue. He asked me what other people thought about this and what the public thought. He also asked about liability issues.

○ April 13 or 14 - 2015 Talked to Commissioner Miller who told me how much he appreciates how well informed I am and how he appreciated my work. He told me Sharon had talked to him regarding CPU but he had no idea I had ~~been~~ been involved. MR000419

in these discussions, on the contrary he assumed I had been involved in these discussions.

April 14, 2015 - Regional Clinical Directors meeting.  
At the direction of Commissioner Delvin I requested a discussion of the CRU issues be added to the agenda. As chair of this committee I talked with the providers regarding their feelings surrounding the privatization issue. It seemed that the majority of the providers were against this happening.

April 15, 2015 - Met with Loretta Smith Kelly, Linda Grey and myself at Loretta's request. Loretta had been tasked with finding out more information regarding the privatization of CRU. Upon discussion Loretta reported that the issue was so complicated and that she was going to talk to David Sparks and see if the Benton County board of directors would agree to meet with Linda Grey and I to do a "work group" around the issue.

April 16, 2015 - met with the staff of CRU for a special staff meeting surrounding the privatization issue. Staff expressed high anxiety & anger around the issue. Staff were directed to express their concerns to commissioner Small.

April 22, 2015 - Received message from Loretta Smith-Kelly to meet with her regarding an executive session.

○ April 23, 2015. Met face to face with Loretta Smith Kelly in his office. She informed me that Commissioner Small wanted an executive meeting with me because he was upset with me. Loretta told me that I had talked with the regional clinical directors meeting about the CRF issue. Loretta told me that I should not, according to Shon Small, have talked about this issue. She said that Shon was upset ~~at~~ with me because I disagreed on the CRF issue.

April 24, 2015. Left CIT training early to attend meeting at Tri-Cities Community Health ~~and~~ at the request of Dell Anderson because of an audit finding regarding the Detox Center.

○ It was explained at this meeting that the Detox Center could no longer:

1. House solely mentally ill clients.

2. Accept ITA clients for Chemical dependency on 72 hour holds.

3. Accept referrals from DMHP's for ITA's for CD.

Present at this meeting were Joel Chavez, Dell Anderson, 2 DBHR auditors, multiple Tri-Cities Community Health staff. Meeting occurred at 1:00 pm.

April 24, 2015 - 4:30 pm - received call from CRU supervisor Kyle Sullivan re: new Detox rules.

○ Spent multiple minutes on the phone talking to Stat Auditors via telephone re: RCW's and definitions of RCW's as pertaining to the Detox Center.

April 26 - 2015 (Sunday) Afternoon - received a phone call from Dill Anderson at Tri-City Community Health saying that Detox staff had received a fax from CRU saying something about Detox closing and protocols for transferring clients to Yaking Detox. I told Dill I knew nothing about it but I would find out and call him back. I called Kyle Sullivan, as Gordon Cable was out of town, Kyle reported he knew nothing about it but he would find out. Kyle called me back to report that apparently a staff member had faxed a copy of a memo left on each desk at each persons desk detailing how to work with clients who needed Detox services should Detox close. The memo stated Detox would close on May 30 2015. Neither Kyle knew who had written this or why it had been left on each persons desk. I asked Kyle to please send a retraction letter to Detox and let them know my apologies and to let them know this had been sent in error. I called Dill back and let him know what had happened. Dill told me No worries and Thank you.

\* Emails and phone calls were made to the Commissioners regarding Detox Friday April 24 through today (May 19th) Constant updates were sent

April 27, 2015 - Meeting with the RSN & Tri-Cities Community Health regarding Detox issue. Formal apology to CEO of Tri-Cities Community Health for issue with detox fax.

April 28, 2015 - Attended Benton County Board Meeting as directed by Sherita Smith Kelly to specifically attend an executive session on "Performance of a public employee" agenda item. I had been told by Sherita that she had talked to David Sparks and the Commissioners and that they (the commissioners) were going to A-007 me direction on ETR00042RU

## **MINUTES**

### **BOARD OF BENTON COUNTY COMMISSIONERS**

Regular Board Meeting  
Tuesday, April 21, 2015, 9:00 a.m.  
Benton County Planning Annex  
1002 Dudley Avenue, Prosser, WA

**Present:** Chairman Jerome Delvin  
Commissioner Shon Small  
Commissioner James Beaver  
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; Public Works Manager Daniel Ford; DPA Ryan Brown; Auditor Brenda Chilton; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Bob Woody, IT Department; GIS Manager Mary Phillips; Matt Rassmussen, Assistant County Engineer; Clark Posey, Planning; Erhiza Rivera and Yuliana Perez Castillo, Treasurer's Office; Teri Holmes, IT Manager; Paul Schut, Commissioners' Office; Assessor Bill Spencer; DPA Steve Hallstrom; Pat Austin, Superior Court.

#### **Approval of Minutes**

The Minutes of April 14, 2015 were approved.

#### **Review Agenda**

Executive Sessions were added to the agenda to discuss labor negotiations and performance of a public employee.

#### **Consent Agenda**

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

#### **Auditor**

- a. Agreement w/Comstor Information Management Inc. for Maintenance & Repair Services

#### **Facilities**

- b. Terminating Contract for Janitorial Services
- c. Award of Janitorial Services to ABM Janitorial Services

#### **Fairgrounds**

- d. Line Item Transfer, Fund No. 0124-101, Dept. 000
- e. Contract w/Pacific Fire Inspection Services for Backflow Assemblies Testing

### **Human Services**

- f. Agreement w/Dept of Social & Health Services for Chemical Dependency Prevention

### **Information Technology**

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

### **Juvenile**

- h. Line Item Transfer, Fund No. 0115-101, Dept. 174

### **Office of Public Defense**

- i. Amended Juvenile Indigent Defense Agreement w/J Azure
- j. Legal Representation Agreement w/S Johnson for Superior Court Drug Court Program

### **Personnel**

- k. Voluntary Employee Beneficiary Association Policy & Procedure; Amending Resolution 2014-350

### **Pest Board**

- l. Appointment of M Eddie to the Benton County Horticultural Pest and Disease Board

### **Public Works**

- m. Establishing A Public Works Program Coordinator Classification Description & Salary Grade

### **Sheriff**

- n. Purchase Authorization of Utility Vehicle From RN Tri-Cities LLC
- o. Amending Resolution 2014-439 Regarding Interlocal Agreement w/City of Kennewick for 2014 Byrne Justice Assistance Grant

### **Superior Court**

- p. Agreement w/M Dolven for Courthouse Facilitator Services

### **PEDA Quarterly Update**

Deb Heintz, PEDA and Gary White, TRIDEC discussed the results of the survey of local food and beverage companies in Benton & Franklin Counties (24 in Prosser). Mr. White briefly discussed the results of the survey as follows:

- Manufacturing in Benton & Franklin - 45% of manufacturing was food and beverage
- Surveyed 71 companies and this is what they need to grow their industry:
  - Develop a hospitality program
  - Develop a culinary school
  - Develop a food processing training company
  - Develop a technical skills program
  - Produce an event to showcase all companies (one scheduled for June 12)
  - Develop public relations program
  - Develop a strategic gateway concept – position this area as a gateway between North America and Asia

### **Quarterly Finance Report**

Paul Schut provided a financial update through March, 2015 outlining the revenues and expenditures. Time elapsed through March 2015 was (12.5%) with revenues totaling 8.96% and expenditures totaling 10.93%.



He mentioned that property taxes were expected to come in later this month and other taxes were projecting where they should be. Intergovernmental revenue, mainly PUD taxes, had not come in yet but was expected in June.

He said they were lagging behind in billings to the cities (District Court, OPD and Superior Court) but had been working with the Treasurer's Office and sent out invoices last week so would be catching up there shortly. He said they had not sent out jail billings yet (based on actuals). He was told they were working on a report and were in the final stages and they would see that revenue shortly.

Mr. Sparks said there was a 2015 bed day rate established so he did not understand why they hadn't been billed; if they received a credit for 2014 it would be given in the 2015 billings.

Mr. Schut said they were receiving Federal and U.S. Marshal/ Dept. Of Corrections money and were receiving higher than expected revenue due to the increased bed day rate but it was expected to even out at the end of the biennium.

Mr. Schut said he would continue to work with those departments to make sure they followed through with collecting and account receivables. He said all other receivables were as expected during the first quarter.

The Board discussed the issue with billing out account receivables and Mr. Sparks said they needed to do something to address the issue.

Mr. Schut indicated that expenditures were on track but slightly under and there was an inflated number in non-departmental due to the transfer of \$500,000 to Election Reserve for funds needed for the upcoming primary election.

## **Other Business**

### **Hearings Examiner Update**

Clark Posey said they had their first Hearings Examiner meeting since they adopted the Hearings Examiner ordinance. He said there were two extensions and one conditional use permit and it went very well. He indicated the Planning staff would continue to prepare the maps and memos for the hearings.

### **Tri-City Model Railroad Association**

Commissioner Beaver discussed the letter received from the Tri-City Model Railroad Association. The Board agreed to forward the information to the Fairgrounds to offer to lease space to the group.

### **Antinori Road Ribbon Cutting**

Chairman Delvin reminded the Board of the Antinori Road ribbon cutting today at 1:30 p.m.