

WEEKLY REVIEW

BENTON COUNTY BOARD OF COMMISSIONERS

July 26, 2022



This document is a weekly review of the Board of County Commissioners meeting, Tuesday, July 26, 2022. Information related to agenda changes, Consent Agenda, and Public Comment are on the [County website](#).

Public Hearing

Request for Zone Change, ZC 2022-004 – Michelle Cooke, Planning Manager

The applicant has applied (PCM 1.5) requesting a change in zoning designation for six (6) contiguous parcels located approximately 1/4 mile east of the intersection of E Cochran Road and S Finley Road, lying north of E Cochran Road in the Finley area of unincorporated Benton County from Heavy Industrial to the Rural Lands Five Acre District. The requested zone change would allow the existing single-family residences and uses on the properties to continue and would be in conformance under a rural residential zoning district. On June 21, 2022, at the conclusion of the open record hearing, the Planning Commission voted to forward a recommendation of approval of the proposed zone change to the Board, subject to the Planning Commission's suggested thirteen (13) findings and conclusions. **The Board moved and seconded to adopt the Planning Commission's recommendation, findings, and conclusions as its own and approve the zone change request ZC 2022-004. Motion carried.**

Request for Zone Change, ZC 2022-005 – Michelle Cooke, Planning Manager

The applicant has applied (PCM 1.5) requesting a change in the zoning designation for three (3) contiguous parcels located north of SR 397, west of S Yew Street, and east of the Kennewick city limits in the Finley area of unincorporated Benton County from Rural Lands Five Acre to Light Industrial District. The requested zone change would allow the existing industrial uses on the properties to continue and would be in conformance under an industrial zoning district. On June 21, 2022, at the conclusion of the open record hearing, the Planning Commission voted (4-1) to forward a recommendation of approval of the proposed zone change to the Board, subject to the Planning Commission's suggested thirteen (13) findings and conclusions. **The Board moved and seconded to adopt the Planning Commission's recommendation, findings, and conclusions as its own and approve the zone change request ZC 2022-005. Motion carried.**

Request for Zone Change, ZC 2022-006 – Michelle Cooke, Planning Manager

The applicant has applied (PCM 1.5) requesting a change in the zoning designation of seven (7) parcels located approximately 1/4 mile west of the intersection of Wisner Parkway and Badger Road in the Kennewick area of unincorporated Benton County from Interchange Commercial to Light Industrial District. The requested zone change would allow added industrial uses to be sited on the undeveloped properties in an area which contains existing industrial development and uses. On June 21, 2022, at the conclusion of the open record hearing, the Planning Commission voted (5-0 with 2 members absent) to forward a recommendation of approval of the proposed zone change to the Board, subject to the Planning Commission's suggested thirteen (13) findings and conclusions. **The Board moved and seconded to adopt the Planning Commission's recommendation, findings, and conclusions as its own and approve the zone change request ZC 2022-006. Motion carried.**

Scheduled Business

Closed Record Appeal Hearing for Preliminary Plat of Harvest Ridge – Michelle Cooke, Planning Manager

The applicant has submitted a preliminary plat application (PCM 1.4) and map (PCM 1.5) to subdivide approximately 120.90 acres into 101 residential lots. The preliminary plat is known as Harvest Ridge Phase 2. The land is zoned Rural Lands One-Acre District. The average lot size in the development is approximately 1.04 acres and the lots are proposed to be served by new public roads, potable water from Badger Mountain Irrigation District, and individual septic systems. The site is located east of Interstate 82 and north of Reata Road on approximately the northern half of Lot 1 of the plat of the Ridge at Reata West Phase 1, in Section 5, Township 8 North, Range 28 East, W.M. in Richland, WA on parcel number 1-0588-402-0000-052. On June 21, 2022, at the conclusion of the open record hearing, the Planning Commission voted (5-0, with 2 members absent) to forward a positive recommendation to the Board, subject to seven

(7) findings of fact and nineteen (19) conditions of approval. With the completion of the open record hearing, the Benton County Code requires the Board of County Commissioners conduct a closed record (appeal) hearing with reference to this preliminary plat. **The Board moved and seconded to adopt the Planning Commission's recommendation, findings of fact, and conditions as its own and approve the preliminary plat of Harvest Ridge Phase 2 (SUB 2022-001) with seven (7) findings of fact and nineteen (19) conditions of approval. Motion carried.**

Closed Record Appeal Hearing for Preliminary Plat of Cottonwood Creek – Michelle Cooke, Planning Manager

The applicant has submitted a preliminary plat application (PCM 1.4) and map (PCM 1.5) to subdivide approximately 25.58 acres into 13 residential lots. The preliminary plat is known as Cottonwood Creek Phase 4. The land is zoned Rural Lands One-Acre District. The average lot size in the development is approximately 1.72 acres and the lots are proposed to be served by a new public road, potable water from BC Water, and individual septic systems. The site is located west of E Badger Road and south of Wiser Parkway on Lot 34 of the plat of the Cottonwood Creek Phase 2, in Section 11, Township 8 North, Range 28 East, W.M. in Kennewick, WA on parcel number 1-1188-303-0000-034. On June 21, 2022, at the conclusion of the open record hearing, the Planning Commission voted (5-0, with 2 members absent) to forward a positive recommendation to the Board, subject to seven (7) findings of fact and eighteen (18) conditions of approval. With the completion of the open record hearing, the Benton County Code requires the Board of County Commissioners conduct a closed record (appeal) hearing with reference to this preliminary plat. **The Board moved and seconded to adopt the Planning Commission's recommendation, findings of fact, and conditions as its own and approve the preliminary plat of Cottonwood Creek Phase 4 (SUB 2022-002) with the seven (7) findings of fact and eighteen (18) conditions of approval. Motion carried.**

Updated Veterans Assistance Fund Policies & Procedures – Kyle Sullivan, Human Services Manager

Earlier this year, the Boards of Benton and Franklin County Commissioners directed the Human Services Manager to develop a Veterans Service Officer position, funded by the Veterans Assistance Fund. To do so, an update to the existing policies and procedures for that fund was necessary to include language allowing for funding of said position. **The Board moved and seconded to approve the update to the Benton County Veterans Assistance Fund policies and procedures. Motion carried.**

Veterans Service Officer Position in Human Services Department – Kyle Sullivan, Human Services Manager & Karlee Ainsworth, HR Assistant Manager

Earlier this year, the Boards of Benton and Franklin County Commissioners directed the Human Services Manager to develop a Veterans Service Officer position, funded by the Veterans Assistance Fund. Staff worked in conjunction with the Human Resources Department and the Veterans Advisory Board to create the presented classification description and to establish placement of the position on the non-bargaining salary schedule. The position is to be funded by both Benton and Franklin Counties' Veterans Relief Funds. **The Board moved and seconded to approve the resolution to establish the Veterans Service Officer classification description, to approve the resolution to establish the position as a grade 12 on the non-bargaining salary schedule, and to approve the resolution and line-item transfer to establish the position. Motions carried.**

Amended Agreement with Franklin County for Provision of Services – Kyle Sullivan, Human Services Manager

Benton and Franklin Counties renewed the memorandum of agreement (MOA) for the provision of Human Services on July 1, 2021, with an end date of June 30, 2025. Earlier this year, the Boards of Benton and Franklin County Commissioners directed the Human Services Manager to develop a Veterans Service Officer position, funded by the Veterans Assistance Fund, to provide services for both counties. The MOA needs to be amended and restated to account for the services provided by the Veterans Service Officer. Franklin County will continue to pay a monthly fee to Benton County as reimbursement of direct and indirect costs for providing services. The monthly fee for each successive 12-month period will be increased by 2.5% to account for the additional staff. The cost of salary and benefits for the position will be split 50/50 between the two counties. **The Board moved and seconded to approve the amended and restated memorandum of agreement between Benton and Franklin Counties for the provision of services by the Human Services Department. Motion carried.**

Other Business

Authorizing Purchase of a 2022 Ford F-350 XLT Super Duty for Benton County Sheriff's Office and Waiving Competitive Bidding Requirements – Michael McGhan, Fleet Superintendent

The Benton County Sheriff's Department has identified a need for a second truck that has the towing capacity for the Sheriff's Department equipment such as safe boats, all-terrain vehicles and four wheelers. The Sheriff's Office recently upgraded two (2) of their boats from Jet boats to Safe Boats, which are significantly heavier and therefore in need of a one-ton truck to replace their current 2004 ¾-ton to safely tow the Safe Boats. Historically, vehicles have been purchased off the state contract to get the best price. There are no trucks available for purchase off the state contract that meet the needs of the Sheriff's Office, and the state contract for 2023 vehicles will not be open for purchases until later this year for delivery sometime in 2023 or 2024.

The Fleet manager contacted several companies and Corwin Ford of Tri-Cities has located a 2022 Ford F-350 XLT Super Duty truck that is currently in Spokane and scheduled for delivery to their lot. With no other inventory available it will likely sell within hours of delivery to the dealership. Corwin Ford provided us a quote in the amount of \$81,586.50 including WSST. The Benton County Procurement, Leasing and Contracting policy states that purchases of supplies, materials, or equipment in amounts of more than fifty thousand dollars (\$50,000.00) shall follow the formal sealed competitive bid procedures under RCW 36.32.245, unless otherwise exempt under RCW 39.04.280. RCW 39.04.280(1) competitive bidding exemptions states that "Competitive bidding requirements may be waived by the governing body of the municipality for: (a) Purchases that are clearly and legitimately limited to a single source of supply; (b) Purchases involving special facilities or market conditions; (c) Purchases in the event of an emergency; (d) Purchases of insurance or bonds."

The Director of Operations and Capital Programs believes that an exemption to the competitive bidding requirements exist due to special market conditions under RCW 39.04.28(1)(b) due to lack of inventory available for purchase and long lead times for delivery. The Departmental Deputy Prosecuting Attorney from the Civil division has reviewed and concurs with the use of the special market conditions exemption pursuant to RCW 39.04.280(1)(b). **The Board moved and seconded to approve waiving of the formal competitive bidding requirements under RCW 39.04.280(1)(b) due to the special market conditions and approve the replacement of the 2004 Ford F-250 with the purchase of the 2022 Ford F-350 from Corwin Ford of Tri-Cities for use by the Benton County Sheriff's Office in an amount not to exceed \$85,000.00 including WSST. Motion carried.**

Authorizing Relocation Expenses – Ryan Brown, Chief Civil Deputy Prosecuting Attorney

Resolution 08-534 approved the Benton County Relocation Expense policy. The Prosecutor's Office has a candidate who currently lives near South Bend, Washington, which is over the required 200 miles away, which meets the eligibility requirements as outlined in the policy for reimbursement of relocation expenses. Staff recommends that the Prosecuting Attorney be authorized to reimburse Joe Faurholt up to \$5,000 for certain costs directly related to relocation of the employee's household per the policy. The Prosecutor's Office has had felony positions open for nearly one year due to difficulty in finding acceptable candidates and would like to offer to cover moving expenses to further incentivize potential candidates to fill these positions. **The Board moved and seconded to approve the resolution authorizing the Prosecuting Attorney to reimburse Joe Faurholt for relocation expenses per Resolution 08-534, the County's Relocations Expense Policy. Motion carried.**

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