

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, May 5, 2020, 9:00 a.m.

Meeting provided by Video Live-Broadcast

Present: Chairman James Beaver
Commissioner Shon Small (via/teleconference)
Commissioner Jerome Delvin (via/teleconference)
County Administrator Jerrod MacPherson
Clerk of the Board Cami McKenzie

Benton County Employees Present During All or a Portion of the Meeting: Deputy County Administrator Matt Rasmussen; DPA Ryan Brown; IT Manager Robert Heard; Robert Blain, Director of Operations/Capital Assets; Auditor Brenda Chilton; Clerk Josie Delvin; PA Andy Miller; HR Manager Lexi Wingfield; Adam Fyall, Sustainable Development.

Approval of Minutes

The Minutes of April 28, 2020 were approved.

Consent Agenda

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

Auditor

- a. Line Item Transfer, Fund No. 0000101, Dept. 102
- b. Line Item Transfer, Fund No. 0111101, Dept. 000

Public Works

- c. Purchase, Installation and Payment Authorization to Pape Machinery for Manufactured Transmission in a John Deere Motor Grader Waiving the Competitive Bidding Requirements Purchase
- d. Purchase of Dynapac Single Drum Roller From Pape Machinery Inc.

Sheriff

- e. Moorage Agreement w/Port of Kennewick to Maintain a Boat Slip at Clover Island Marina

Treasurer

- f. Contract w/Bid4Assets for Online Property Tax Foreclosure Sales

Public Comment ~ Cancelled

Coronavirus Aid, Relief, and Economic Security (CARES) Act

CARES Act Grant Agreement with State of Washington

Brenda Chilton presented the federal grant agreement for the Elections Department from the CARES Act to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle in the amount of roughly \$251,000. Also, she said a portion of the funds could be used for administration of the grant, and there would be an additional \$250,000 grant available from the Help America Vote Act, to increase security measures. The total grant amount would be approximately \$500,000.

Health & Security Coordinator Position in Election's Department

Ms. Chilton said she was asking for a portion of both the grants to pay for a Health and Security Coordinator position (a special duty assignment and not a permanent position). The position would be effective June 1, 2020 through December 31, 2020 as a Grade 13 under the temporary promotion provision of the non-bargaining policy. Ms. Chilton said they would be using a current member of her staff to move into the position.

CARES Act Grant and Health & Security Coordinator Line Item Transfer

Ms. Chilton presented a Line Item Transfer to manage the grant funds, with assistance from the Finance Department.

MOTION: Commissioner Small moved to approve three Resolutions as follows: CARES Act Grant Agreement, Health & Security Coordinator Position, and Line Item Transfer as presented. Commissioner Delvin seconded and upon vote, the motion carried

Other Business

Letter to Governor Inslee

Commissioner Delvin said there was a letter being proposed by Washington Counties to the Governor and he recommended the Board send the letter to the Governor, as amended and drafted by staff.

Mr. Fyall presented the letter with changes that requested the State move things along for opening the State at a faster pace, with the phasing to be detailed.

MOTION: Commissioner Delvin moved to approve the letter as drafted to send to the Governor to request to re-open Benton County. Commissioner Small seconded.

Discussion

Andy Miller suggested the letter be read into the record since two of the Commissioners were only present by telephone. Adam Fyall read the letter into the record.

Upon vote, the motion carried unanimously.

Press Release

Commissioner Small requested the County send out a message to the public about the County's position and that it would like re-open the County as well, but the County did not have authority to do that.

Chairman Beaver said he agreed and wanted to illustrate the County's efforts and statutory authority and limitations.

The Board agreed to have Shyanne Palmus and Adam Fyall send out a press release.

Mr. MacPherson said they would be meeting with elected officials to determine which employees were essential and hoped to have a Resolution for the next Board meeting to outline those details.

Account Payables

Check Date: 04/24/2020

EFT's: 1240-1264
Transfers #: 04242001-04242007
Total all funds: \$1,287,694.57

Warrant #: 205986-206122
Total all funds: \$384,043.95

Check Date: 05/01/2020

EFT's #: 1265-1266
Transfers #: 05012001-05012006
Total all funds: \$631,923.98

Warrants #: 206145-206240
Total all funds: \$460,129.04

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

Resolutions

- 2020-309: Line Item Transfer, Fund No. 0000101, Dept. 102
- 2020-310: Line Item Transfer, Fund No. 0111101, Dept. 000
- 2020-311: Purchase, Installation and Payment Authorization to Pape Machinery for Manufactured Transmission in a John Deere Motor Grader Waiving the Competitive Bidding Requirements Purchase

- 2020-312: Purchase of Dynapac Single Drum Roller From Pape Machinery Inc.
- 2020-313: Moorage Agreement w/Port of Kennewick to Maintain a Boat Slip at Clover Island Marina
- 2020-314: Contract w/Bid4Assets for Online Property Tax Foreclosure Sales
- 2020-315: Approval of Grant Agreement with Secretary of State
- 2020-316: Approval of Health & Security Coordinator Position in Election's Department
- 2020-317: Line Item Transfer – Current Expense Fund – Dept. 115 to Dept. 102

There being no further business before the Board, the meeting adjourned at approximately 9:20 a.m.

Clerk of the Board

Chairman