

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Tuesday, May 12, 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; Human Services Manager Kyle Sullivan; Lisa Small, Corrections Dept.; Katie Gillies, Sheriff's Office; Adam Fyall, Sustainable Development.

#### Approval of Minutes

The Minutes of May 5, 2020 were approved.

#### Consent Agenda

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

#### Commissioners

- a. Purchase Authorization Exceeding \$5,000 for COVID-19 Related Equipment & Supplies

#### Facilities

- b. Contract w/Fire Systems West for Fire Alarm Inspections, Testing and Repair Services
- c. Award & Contract w/Cut Above Inc. for Fence & Boulder Project at Horse Heaven Vista & Candy Mountain Parks
- d. Payment Authorization to Banlin Construction for Unexpected Additional Costs for Locker Room Access Project

#### Juvenile

- e. Award and Contract w/Amy Campbell for Delivery of Family Counseling
- f. Award and Contract w/Amy Campbell for Delivery of Function Family Therapy
- g. Agreement w/Pasco School District for a Probation Counselor @ Pasco High School
- h. Agreement w/Pasco School District for a Probation Counselor @ Chiawana High School
- i. Agreement w/Kristi Hunziker for Services and Treatment to Adjudicated Sex Offenders

#### Public Safety

- j. First Amendment to the Boys & Girls Club Prosser Teen Program Agreement

#### Public Works

- k. Advertising and Bid Process for 2020 Pavement Marking

- l. Advertising and Bid Process for Annex Building Restroom Renovation Project
- m. Contract Award to EnvironTech Services for Magnesium Chloride Supply & Application

**Risk Management**

- n. Payment Authorization to Pacific Microrem for Services Performed on X-Ray and Metal Detector Equipment

**Workforce Development**

- o. Appointing Karl Dye to the Benton-Franklin Workforce Development Council
- p. Appointing Lynn Ramos-Braswell to the Benton-Franklin Workforce Development Council

**Public Comment ~ Cancelled**

**Change Order No. 6 – Banlin Construction – Justice Center Plumbing & Water Intrusion Project**

Robert Blain presented Change Order No. 6 to the contract with Banlin Construction. He said six modifications were made to the contract, for a total cost of \$55,083.75 plus WSST.

Commissioner Delvin said it was his understanding the project was near completion. Mr. Blain confirmed that the project would be at significant completion starting next week.

**MOTION:** Commissioner Small moved to approve Change Order No. 6 with Banlin Construction as presented. Commissioner Delvin seconded and upon vote, the motion carried.

**Coronavirus Emergency Supplemental Funding Program**

Katie Gillies and Lisa Small presented a resolution to authorize submittal of a grant application to assist with preventing, preparing for, and responding to the coronavirus. Benton County is eligible for \$58,008 to be used for law enforcement purposes through this grant. The proposed allocation was approximately \$26,000 for the Sheriff's Office and \$31,000 for Corrections. The Sheriff's Office allocation would be used for overtime related to catching up with evictions, fingerprinting, and PPE. The allocation for Corrections would be used for PPE, 12 respirators, and padlocks securing contaminated clothing. They would be purchasing a lot of supplies and cleaning supplies to ensure safety of inmates, employees and public.

This amount was not originally included in the budget and they would work with Commissioners' office if an adjustment was needed.

**MOTION:** Commissioner Small moved to approve the Resolution as presented authorizing the submittal of the application for funding under the Coronavirus Emergency Supplemental Funding Program Application in the amount of \$58,008 divided between the Sheriff's Office and Corrections. Commissioner Delvin seconded and upon vote, the motion carried.

## **Other Business**

### **ECA Letter to Senate and House**

Adam Fyall presented a letter from Energy Communities Alliance addressed to the Senate and the House to support stimulus money for environmental management. He said it included three to five years' worth of stimulus funding and they wanted all members to sign.

**MOTION:** Commissioner Delvin moved to approve the Chairman to sign the letter as presented. Commissioner Small seconded.

### **Discussion**

Chairman Beaver said he was always in favor of moving forward on the cleanup of Hanford.

Upon vote, the motion carried.

### **Letter to Governor – Re-Opening State - Multiple Counties**

Commissioner Small said there was another letter proposed to go to the Governor readdressing the “Stay Home, Stay Safe” Order, requesting the Governor to let the local governments take control.

**MOTION:** Commissioner Delvin moved to approve the letter as drafted by Kittitas County to the Governor. Commissioner Small seconded and upon vote, the motion carried.

### **Letter to Governor – Re-Opening Restaurants/Bars**

Commissioner Small proposed the Board send a letter to the Governor regarding re-opening restaurants and bars. The letter would outline collaborating with the State on safety measures implemented in restaurants and food shops. The Board agreed to send a letter addressing the concerns of the constituents and Mr. Fyall was asked to draft that letter.

Commissioner Delvin discussed a meeting between TRIDEC and the Health District regarding a pilot demonstration in Tri-Cities; and that he and Adam Fyall had been attending other zoom meetings and activities regarding the current situation.

**MOTION:** Commissioner Small moved to authorize the letter to the Governor regarding food establishments, with Adam Fall drafting the letter, and attaching the criteria given to him. Commissioner Delvin seconded and upon vote, the motion carried.

### **Human Services**

Matt Rasmussen said they were looking at ways to help community members and brought Kyle Sullivan into those discussions. After Mr. Sullivan’s presentation, they were looking for consensus to move forward.

Kyle Sullivan discussed the following programs to offer additional assistance:

Emergency Housing Fund

He said they could implement that immediately by adding dollars to their emergency housing program to help individuals with paying bills and paying rent. He recommended authorizing an additional \$500,000 for the next six months; that would still leave enough in reserves and would not jeopardize current programs.

**MOTION:** Commissioner Small moved to approve the \$500,000 allocated for the emergency housing program as presented by Kyle Sullivan. Commissioner Delvin seconded and upon vote, the motion carried.

Veterans' Relief Fund

Mr. Sullivan said they could temporarily amend the policy to allow for an increase in dollars for the veteran population, if the Board agreed.

Affordable Housing Fund

These dollars were typically governed by a steering committee and they had a meeting scheduled next Monday. He said he could bring back an update with a recommendation next week.

Human Services Fund – Mental Health and Developmental Disabilities

Mr. Sullivan indicated he could reach out to providers to start discussions about some sort of temporary housing with these funds, but it might take a little longer to coordinate with agencies.

Mr. Rasmussen reiterated that all dollars were in the current fund, but they were just asking to spend more during this time. They would still have sufficient money in reserves and it would not affect current programs; this was just an opportunity to get some money out where it was badly needed.

The Board agreed this was a perfect time to use those funds and authorized Mr. Sullivan to move forward.

The Board briefly recessed, reconvening at 9:30 a.m.

**Executive Session – Potential Litigation**

The Board went into executive session with DPA Ryan Lukson at 9:30 a.m. for approximately 10 minutes to discuss potential litigation. Also present were Adam Morasch, Jerrod MacPherson, Matt Rasmussen and Paul Schut.

The Board came out of executive session at 9:40 a.m. No decisions were made in executive session.

**MOTION:** Commissioner Small moved to approve a Settlement Agreement and Release Regarding Claim 2020-05 in the amount of \$30,000. Commissioner Delvin seconded and upon vote, the motion carried.

**Payroll**

Check Date: 05/05/2020

Payroll Checks

Total all funds: \$2,365,186.27

Warrant #: 242550-242578

Direct Deposit #: 152473-153082

Payroll Deductions/Transfers

Total all funds: \$2,311,989.91

Taxes #: 101200501-101200512

ACH #: 1267-1273

Payroll Deductions/Warrants

Total all funds: \$130,864.66

Warrant #: 206241-206249

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

**Resolutions**

- 2020-318: Purchase Authorization Exceeding \$5,000 for COVID-19 Related Supplies
- 2020-319: Contract w/Fire Systems West for Fire Alarm Inspections, Testing and Repair Services
- 2020-320: Award & Contract w/Cut Above Inc. for Fence & Boulder Project at Horse Heaven Vista & Candy Mountain Parks
- 2020-321: Payment Authorization to Banlin Construction for Unexpected Additional Costs for Locker Room Access Project
- 2020-322: Award and Contract w/Amy Campbell for Delivery of Family Counseling
- 2020-323: Award and Contract w/Amy Campbell for Delivery of Function Family Therapy
- 2020-324: Agreement w/Pasco School District for a Probation Counselor @ Pasco High School
- 2020-325: Agreement w/Pasco School District for a Probation Counselor @ Chiawana High School
- 2020-326: Agreement w/Kristi Hunziker for Services and Treatment to Adjudicated Sex Offenders
- 2020-327: First Amendment to the Boys & Girls Club Prosser Teen Program Agreement
- 2020-328: Advertising and Bid Process for 2020 Pavement Marking
- 2020-329: Advertising and Bid Process for Annex Building Restroom Renovation Project
- 2020-330: Contract Award to EnvironTech Services for Magnesium Chloride Supply & Application

- 2020-331: Payment Authorization to Pacific Microrem for Services Performed on X-Ray and Metal Detector Equipment
- 2020-332: Appointing Karl Dye to the Benton-Franklin Workforce Development Council
- 2020-333: Appointing Lynn Ramos-Braswell to the Benton-Franklin Workforce Development Council
- 2020-334: Approving Change Order No. 6 with Banlin Construction
- 2020-335: Approving the Submittal of the application for funding under the Coronavirus Emergency Supplemental Funding Program Application
- 2020-336: Settlement Agreement and Release – Claim 2020-05

There being no further business before the Board, the meeting adjourned at approximately 9:40 a.m.

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Clerk of the Board

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Chairman