

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, May 19, 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: DPA Ryan Brown; IT Manager Robert Heard; Robert Blain, Director of Operations/Capital Assets; Human Services Manager Kyle Sullivan; Adam Fyall, Sustainable Development; Auditor Brenda Chilton; Tammy McKeirnan, Human Services; Clerk Josie Delvin; Scott Souza, Chief of Corrections.

Approval of Minutes

The Minutes of May 12, 2020 were approved.

Consent Agenda

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

Auditor

- a. Purchase of Stackers for Sorting Machine From Runbeck Election Services
- b. Appointments to the Benton County Accessible Community Advisory Committee
- c. Grant Agreement w/State of WA Office of Secretary of State to Improve Administration of Elections

Facilities

- d. Contract w/Day Wireless, Inc. for Study and Mapping of Radio Antenna System @ the Justice Center

Human Services

- e. First Amended Agreement w/Benton-Franklin Community Action Committee for COVID-19 Urgent Response Service Activities

Information Technology

- f. Purchase of Six Laptops & Docking Stations and 12 Monitors for Elections Dept. From Dell, Inc.
- g. Copier Lease Agreement w/Ricoh for Assessor’s Office
- h. Charter Communications, Inc. Internet Bandwith Increase @ the Justice Center

Public Works

- i. Coding Correction

Public Comment ~ Cancelled

Public Hearing – State Department of Commerce Community Development Block Grant

Kyle Sullivan stated that as part of the grant, they were required to hold a public hearing to close out the previous grant and to request permission from the Board to apply for a new grant.

Diana Young, Community Action Connections, briefly described how the funds were spent on the 2019-2020 grant as follows:

- Provided direct access to public services to low and moderate-income persons in non-entitlement areas
- Trained for applicable grants
- Provided rapid re-housing services, utility services and transportation services and travelled to Benton City and Connell to directly provide those services
- Assisted 21 households for a total of 69 individuals to access those services
- Responded directly to 178 referrals regarding these services

As there was no one present by telephone or in person to testify, public testimony was closed.

MOTION: Commissioner Small moved to designate Chairman James Beaver, Benton County Administrator Jerrod MacPherson, and Department of Human Services Manager Kyle Sullivan as the authorized Chief Administrative Official and authorized representatives to act in all official matters in connection with this application and Benton County's participation in the Washington State CDBG Program, that the Board of Benton County Commissioners accepts the current 2019 grant requirements for Benton-Franklin Community Action Connections, and the new 2020 grant requirements for the Community Development Block Grant Public Service Funds.

Commissioner Delvin seconded and upon vote, the motion carried.

Public Hearing Community Development Block Grant Application for Sundance Improvement Association

Adam Fyall and Christine Batayola, Harms Engineering, presented the grant application for the Sundance Improvement Association project. Mr. Fyall said the Board previously gave direction to proceed and it was now time to submit the application, due June 3, 2020. He said he was seeking authority for the Chairman to sign application when it was ready so it could be submitted in a couple of weeks. The public hearing was advertised as required.

Ms. Batayola said the public hearing was intended to get public feedback and they also had handouts available (fact sheets) as part of the federal citizen participation requirement. She explained the project was to remediate high nitrates, put in a new well, replace the distribution system and water storage tank and provide provisions for emergency power and a booster station. The grant allowed up to \$30,000 per household and this well served 36 households in the Finley area.

Commissioner Devin asked if the fact sheet could be posted on the web page and/or social media. Mr. Fyall indicated they would post it and send out with the weekly release on the webpage, and it would include another document for transparency.

As there was no one present by telephone or in person to testify, public testimony was closed.

MOTION: Commissioner Small moved to approve the Resolution authorizing submittal of the Community Development Block Grant General Purpose Application for Sundance Improvement Association and authorize the Chairman to sign when it is completed. Commissioner Delvin seconded and upon vote, the motion carried.

Grant with US Department of Housing & Urban Development

Kyle Sullivan said he was asking for permission to move forward with the grant for Shelter Plus Care Program (a mental health behavioral health program). He said it was a match program in the way of \$107,000 in rental assistance and they contracted for those services. He said they had received this grant for several years and were requesting to apply again.

MOTION: Commissioner Small moved to approve the execution of the Scope of Work to the Continuum of Care Program Grant Number WA007210T011912 between the United States Department of Housing and Urban Development – HUD - and Human Services - Benton County Shelter Plus Care Program. Commissioner Delvin Seconded and upon vote, the motion carried.

Veterans' Relief Fund Discussion

Kyle Sullivan said the Board indicated at the last meeting it was interested in releasing additional funds for the veterans. He said he met with the Benton County Veterans' Advisory Board and they recommended temporarily increasing the program to allow an additional \$1,000.00 in benefits to assist with rent, meals and utilities. The agencies would work with social media to get the word out so that any eligible vet could access the program.

He said they would amend the Veterans' relief policy to be effective June 2, 2020 until December 31, 2020, at which time they could readdress the policy.

The Board agreed with moving forward and bringing back the amendments to be approved at the June 2, 2020 meeting.

Other Business

Auditor Brenda Chilton said she needed to clarify the placement of the special duty assignment position that was approved at the last meeting. She indicated there was a typo and the person taking that position was a long-term employee and should be placed at a 13H, not a 13B.

MOTION: Commissioner Small moved to amend placement of the special duty assignment position previously approved, to be placed on the salary schedule as a 13H and not a 13B as previously approved. Commissioner Delvin seconded and upon vote, the motion carried.

Other Business

Covid-19 Meetings/Discussion

Commissioner Delvin said he had been involved in weekly calls with different groups, including WSAC, local groups and the Governor's staff. Specifically, talking about qualifications for counties like Benton County for reopening. He said there were groups that were applying to reopen and said Benton County might want to consider doing that as a community.

There was a discussion about not having enough phone lines for the public to call in; additionally, the Board might be back to in-person meetings by June 2, 2020.

Press Release

The Board discussed putting out a press release and/or a video to inform the public about the good things Benton County was doing during this time. The Board agreed.

Meeting Cancellation

Mr. MacPherson reminded the Board there would not be a meeting next week due to the holiday. The next regular meeting will be June 2 and the plan was to have a regular board meeting in Prosser and to operate as normal.

Max Benitz Day Proclamation

Mr. Fyall presented a proclamation honoring long-time Benton County Commissioner by proclaiming May 21, 2020 (the date of his next birthday) as Max Benitz Day.

MOTION: Commissioner Small moved to approve the proclamation as presented, proclaiming May 21, 2020 as Max Benitz Day. Commissioner Delvin seconded and upon vote, the motion carried.

Account Payables

Check Date: 05/11/2020

P-Cards #: 0520

Total all funds: \$217,038.08

Check Date: 05/15/2020

EFT's: 1274-1275

Transfers #: 05152001-05152006

Total all funds: \$82,865.02

Warrants #: 206425-206589
Total all funds: \$1,308,686.46

Payroll

Payroll Checks
Total all funds: \$784.22

Warrant #: 242580
Direct Deposit #: 153083-153252
Total all funds: \$119,129.38

Payroll Deductions/Warrants
Wire #: 101200515
Total all funds: \$36,461.13

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

Resolutions

- 2020-337: Purchase of Stackers for Sorting Machine From Runbeck Election Services
- 2020-338: Appointments to the Benton County Accessible Community Advisory Committee
- 2020-339: Grant Agreement w/State of WA Office of Secretary of State to Improve Administration of Elections
- 2020-340: Contract w/Day Wireless, Inc. for Study and Mapping of Radio Antenna System @ the Justice Center
- 2020-341: First Amended Agreement w/Benton-Franklin Community Action Committee for COVID-19 Urgent Response Service Activities
- 2020-342: Purchase of Six Laptops & Docking Stations and 12 Monitors for Elections Dept. From Dell, Inc.
- 2020-343: Copier Lease Agreement w/Ricoh for Assessor's Office
- 2020-344: Charter Communications, Inc. Internet Bandwith Increase @ the Justice Center
- 2020-345: ER&R/Road Fund Coding Correction
- 2020-346: Application for Community Development Block Grant - CDB Public Service Funds from the State Department of Commerce - Benton County Human Services
- 2020-347: Submission of a Community Development Block Grant General Purpose Application - Sundance Improvement Association
- 2020-348: Execution of the Scope of Work to the Continuum of Care Program Grant Number WA007210T011912 Between the United States Department Of Housing and Urban Development – HUD - and Human Services - Benton County Shelter Plus Care Program

There being no further business before the Board, the meeting adjourned at approximately 9:30 a.m.

Clerk of the Board

Chairman