

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, February 9, 2021, 9:00 a.m.

Meeting provided by Video Live-Broadcast and Telephonically

Present: Chairman Jerome Delvin
Commissioner Shon Small (via/WebEx)
Commissioner Will McKay (via/WebEx)
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 (via/WebEx); Robert Heard, IT Manager; Cristina Woods, Public Works, (via/WebEx); and Robert Blain, Operations & Capital Programs.

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of February 2, 2021 were approved.

Review Agenda

The following items were added to the agenda:

- Executive Session to plan or adopt a strategy regarding a grievance position
- Change Order No. 7 with Banlin Construction
- Commissioner McKay requested consent agenda items “c” and “s” be pulled for discussion.

Consent Agenda

MOTION: Chairman Delvin moved to approve the consent agenda items “a” through “x” pulling “c” and “s” for discussion. Commissioner McKay seconded and upon vote, the Board approved the following:

Commissioners

- a. Contract w/Visit Tri-Cities for Production & Marketing Associated with Public Outreach Campaign
- b. Amended Contract w/Washington State Military Department for E911

Human Services

- d. Contract w/Debra Chapman for Transition Specialist Services
- e. Coding Correction

Information Technology

- f. Renewal of Microsoft Enterprise Agreement for Licensing Software from SHI International
- g. Purchase of Justice AV Solutions IRecord IP Recording System from Justice AV Solutions for the Sheriff’s Office
- h. Purchase of Forensic Software License from Grayshift for the Sheriff’s Office

Office of Public Defense

- i. District Court Public Defense Services Contract w/Joseph White

Planning

- j. Final Plat of Grace Estates – SUB 2020-010

Public Works

- k. Acceptance of River Crest Place for Maintenance as a Rural Access Road
- l. Vacation of a Portion of County Right-of-Way Abutting SR 397
- m. Granting Franchise to Broadview Water Association to Place Pipeline System & Facilities
- n. Construction Plans for Mt. View Meadows Phase 2 for Kendall Road
- o. Award of BST Area 5 & Edge Repair to Central Washington Asphalt
- p. Purchase of One Alamo Mantis Mower from Alamo Industrial
- q. Purchase of Herbicides from Helena Chemical Co., Wilbur-Ellis Co., & Nutrien Ag Solutions
- r. Contract w/Qal-Tek for Calibration of Density Gauges
- t. Purchase of Two Ford F250 Pickups, Two Ford Explorers & Four Ford Escapes from Columbia Ford

Purchasing Department

- u. Rejection of Bids for Pistol & Associated Accessories, Bid No. CB 20-37
- v. Purchase of Uniforms & Accessories from Galls; Rescinding Resolution 2019-829

Risk Management

- w. Contract w/WA State Military Department for Reimbursement for COVID-19 Response

Treasurer

- x. Agreement w/Master’s Touch for Formatting, Printing & Mailing of Property Tax Statements

Public Comment

None.

Consent Agenda Item “c” - Payment Authorization to Coffey Refrigeration

Commissioner McKay asked for clarification on this invoice and who would be paying for it since it went over budget.

Mr. Blain explained this was a call out back in November when the tilt skillet went down. He said they were in transition with a new Facilities Manager, and the amount was beyond what was

authorized for the contract, not over budget. Additionally, it will be paid from the Facilities/Jail subsection of the budget.

Consent Agenda Item “s” - Third Amended Contract w/HDR Engineering for Design of the Moderate Risk Waste Facility

Commissioner McKay expressed concern regarding this amendment, as he saw it was a mistake by HDR since it should not be 100% until the City had stamped the drawings. Additionally, he did not agree with the amount being charged and Benton County was paying HDR to know this information and Benton County should not have to pay for their mistake.

Robert Blain explained that during the process of design and permitting, they were told they would be able to pull out of the lower canal. However, they became aware they would not be able to do that and needed to go a different route. They did 100% design complete and then had a change in the permitting process and were asking HDR to go back and re-design.

Mr. Blain discussed the process and said as far as construction and long-term maintenance, there was a savings, but there was a cost in the design and to get these drawings out to bid.

Commissioner McKay said he did not want to affect the timing of this project and would agree to move forward but did not agree with how HDR was saying it was 100% design complete.

MOTION: Commissioner Small moved to approve consent agenda items “c” and “s” as presented. Commissioner McKay seconded and upon vote, the motion carried.

Public Hearing – City of West Richland Franchise Renewal

Cristina Woods submitted the application by the City of West Richland to renew a Non-Exclusive Franchise Order and Agreement for water and sewer system lines and associated facilities from the City of West Richland within Benton County road right of way. She said the Public Works Department recommended approval, subject to the listed conditions.

As there was no one present telephonically to testify, public testimony was closed.

MOTION: Commissioner Small moved to approve the franchise order and agreement with City of West Richland subject to the six items listed in the report to the Commissioners. Commissioner McKay seconded and upon vote, the motion carried.

Other Business

Change Order No. 7 – Banlin Construction

Robert Blain presented Change Order No. 7 with Banlin Construction for the new Administration Building project. The change order consisted of the following:

- Trench design to modify layout in the service yard and rearrange lines coming of the buildings - \$135,403.25
- Expanding service yard wall – additional equipment manufacturers requirement - \$33,745.97
- 3rd floor revisions to office and conference - \$20,915.21
- Additional concrete to foundation to support tip-up - \$20,156.67
- Total cost is \$210,221.00 plus WSST for a total contract cost of \$13,814,127.28 plus WSST; these changes will add 42 days to the contract

Mr. Blain reiterated to the Board the bulk of the previous changes were owner initiated. He said they were getting close to the 10%, but 7% were owner initiated.

Heidi Pierce, MMEC Architecture & Interiors (via/WebEx), discussed the changes and said they needed to add some equipment to the service yard; they had designed it to bury and changed to trench design for easier access.

Commissioner Small discussed his concern about having to pay to fix a design mistake and Ms. Pierce said that concern was understandable, and errors were going to occur. However, they wanted to work with the county to make sure everything was resolved; they had a 3% errors and omissions and had not hit that amount yet.

Mr. Blain discussed a change order that would be coming because they were originally going to bid separately for the security and access points but decided to bid as part of this contract. Additionally, with the additional 42 days, they were looking at the end of August for completion and the end of September for occupation.

MOTION: Commissioner McKay moved to approve Change Order No. 7 with Banlin Construction LLC for the New Administration Building project as presented. Commissioner Small seconded and upon vote, the motion carried.

Meeting Cancellation

Mr. MacPherson reminded the Board there would not be a meeting on Tuesday, February 16, 2021 due to the holiday on Monday.

Executive Session – Plan or Adopt Strategy – Grievance Position

The Chairman and County Administrator announced at 9:25 a.m. the Board would go into executive session for up to 15 minutes to plan or adopt a strategy regarding a grievance position. The Board briefly recessed to reconvene in the Executive Conference Room.

Present were Chairman Delvin, Commissioner McKay, Commissioner Small (via/teleconference), Jerrod MacPherson, Stephen Hallstrom, Matt Rasmussen, and Cami McKenzie. The Board came out of executive session and briefly recessed to reconvene back in the Commissioners' Conference Room.

The Board came out at 9:37 a.m. No decisions were made in executive session.

Resolutions

- 2021-138: Contract w/Visit Tri-Cities for Production & Marketing Associated with Public Outreach Campaign
- 2021-139: Amended Contract w/Washington State Military Department for E911
- 2021-140: Contract w/Debra Chapman for Transition Specialist Services
- 2021-141: Coding Correction – Human Services and the Homeless Housing Fund
- 2021-142: Renewal of Microsoft Enterprise Agreement for Licensing Software from SHI International
- 2021-143: Purchase of Justice AV Solutions IRecord IP Recording System from Justice AV Solutions for the Sheriff’s Office
- 2021-144: Purchase of Forensic Software License from Grayshift for the Sheriff’s Office
- 2021-145: District Court Public Defense Services Contract w/Joseph White
- 2021-146: Final Plat of Grace Estates – SUB 2020-010
- 2021-147: Acceptance of River Crest Place for Maintenance as a Rural Access Road
- 2021-148: Vacation of a Portion of County Right-of-Way Abutting SR 397
- 2021-149: Granting Franchise to Broadview Water Association to Place Pipeline System & Facilities
- 2021-150: Construction Plans for Mt. View Meadows Phase 2 for Kendall Road
- 2021-151: Award of BST Area 5 & Edge Repair to Central Washington Asphalt
- 2021-152: Purchase of One Alamo Mantis Mower from Alamo Industrial
- 2021-153: Purchase of Herbicides from Helena Chemical Co., Wilbur-Ellis Co., & Nutrien Ag Solutions
- 2021-154: Contract w/Qal-Tek for Calibration of Density Gauges
- 2021-155: Purchase of Two Ford F250 Pickups, Two Ford Explorers & Four Ford Escapes from Columbia Ford
- 2021-156: Rejection of Bids for Pistol & Associated Accessories, Bid No. CB 20-37
- 2021-157: Purchase of Uniforms & Accessories from Galls; Rescinding Resolution 2019-829
- 2021-158: Contract w/WA State Military Department for Reimbursement for COVID-19 Response
- 2021-159: Agreement w/Master’s Touch for Formatting, Printing & Mailing of Property Tax Statements
- 2021-160: Authorizing Payment to Yoder Inc. dba Coffey Refrigeration – Jail Kitchen Equipment
- 2021-161: Approving the Third Amendment to the Professional Services Contract Between Benton County and HDR Engineering – Moderate Risk Waste Facility
- 2021-162: Approving Contract Change Order No. 7 with Banlin Construction – New Administration Building

There being no further business before the Board, the meeting adjourned at approximately 9:38 a.m.

Clerk of the Board

Chairman