

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Benton County Courthouse, Prosser, WA
Tuesday, June 15, 2021, 9:00 a.m.

Meeting provided in-person, by Video Live-Broadcast and Telephonically

Present: Chairman Jerome Delvin (via/WebEx)
Commissioner Shon Small
Commissioner Will McKay
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; Robert Blain, Operations & Capital Programs; Adam Fyall, Sustainable Development Manager; County Engineer Doug D'Hondt; Clerk Josie Delvin; Adam Morasch, Risk Manager.

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Agenda Review

Scheduled Business item "Change Order No. 10 with Banlin Construction" was pulled for further review.

Commissioner Small requested an Executive Session to review the performance of a public employee.

Approval of Minutes

The Minutes of June 8, 2021 were approved.

The Minutes of the Special Meeting of June 8, 2021 were approved.

Consent Agenda

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

Information Technology

- a. Agreement w/LeadOnLine for Subscription to Electronic Reporting & Criminal Investigation System for Law Enforcement Use; Amending Resolution 2018-231

Office of Public Defense

- b. Superior Court Public Defense Contract w/Michelle Alexander

Public Works

- c. Sundown Estates Franchise for Domestic Water Lines Systems & Facilities
- d. Olsen Brothers Ranches Inc. Franchise for Electrical Lines, Irrigation Systems & Facilities
- e. Vacation & Abandonment of a Portion of County Right-Of-Way Abutting E. 45th Avenue

Purchasing

- f. Contract w/Contract Resource Group for Furniture of New Administration Building
- g. Contract w/Total Office Concepts for Furniture of New Administration Building
- h. Contract w/Brutzman's Inc. for Furniture of New Administration Building
- i. Second Amended Contract w/Meier Architecture & Engineering for the Design of Shooting Range @ Rattlesnake Mountain Shooting Facility
- j. Contract Award for Dallas Road Bike Path to Granite Construction Company
- k. Ratifying Task Orders #1 & #2 for On-Call Architecture & Engineering Contract w/Wave Design Group
- l. First Amended Contract w/Wave Design Group for Redesign of the Front Entrance @ Justice Center
- m. Award of Obsolete Bridge Removal Project to C & E Trenching
- n. Amended Contract w/Tyler Technologies for Purchase of EnerGov Permitting Software

Public Comment

None.

Petition to Establish County Road

Douglas D'Hondt presented a petition submitted by RQ Bradley LLC to establish a new county road across their property to serve a future subdivision located south of the Chandler Canal. US Bureau of Reclamation required any roadway crossing their canal to be owned by a public agency. The roadway would be located entirely within a single property owner's land and serve only land owned by that person. If the Board accepted the petition, the next step would be to prepare a feasibility report and hold a public hearing. He recommended the Board accept the petition as presented.

MOTION: Commissioner McKay moved to accept the petition to establish a county road submitted by RQ Bradley LLC and order the County Engineer to prepare a report on the feasibility thereon. Commissioner Small seconded and upon vote, the motion carried.

Request to Proceed w/Request for Qualifications for Fairgrounds Master Plan

Adam Fyall requested the Board authorize him to proceed with an RFQ for the Fairgrounds Master Plan. He said this would address opportunities at the Fairgrounds and expand from traditional

events (Fair, horse racing, barrel racing, 4H, etc.) to a more expansive year-round event center. He estimated the planning process to cost between \$100,000 to \$150,000.

He said they were ready to advertise tomorrow and if they could find a suitable consultant, could get ready to go in September with the planning process.

The Board asked about funding, and Mr. Fyall said they were looking at a few funding mechanisms for the planning process. Additionally, looking at economic development and capital funding for potential improvements. He said it was not their plan to increase the ongoing maintenance costs, but hopefully received more funding in rental income.

MOTION: Commissioner McKay moved to proceed with publishing a request for qualifications to review for potential consulting firms that would assist the County with development of a new master plan for the Benton County Fairgrounds. Commissioner Small seconded and upon vote, the motion carried.

Update to Benton County Reopening Guide

Adam Morasch said the Board adopted the Benton County Roadmap to Recovery Reopening Guide on May 4, 2021. He said there were changes to the sections regarding public meetings and face coverings and they needed to amend the guide to make sure it was consistent and up to date. Commissioner Small asked about the changing the 6-foot social distance rule to 3-feet and Mr. Morasch said he believed that was in a classroom setting, but he would review it.

MOTION: Commissioner McKay moved to approve the amended Benton County Roadmap to Recovery Reopening Guide. Commissioner Small seconded and upon vote, the motion carried.

Other Business

Ben-Franklin Transit Board

Commissioner Small expressed concern about the message submitted by the Chair of the Ben-Franklin Transit about the potential change in the sales tax.

Commissioner McKay said whether they agreed or disagreed, it should be up to the voters and he strongly encouraged them to put it out to a vote.

Employee Recognition Certificates

Chairman Delvin recognized the following employees for their service:

15 Years

Cynthia Young
Albert Montelongo
Christina Young
Carrie Vandine

Deidra Beck
Ryan French

25 Years
Shawn Guajardo

35 Years
Judy Tanner

Certificate of Good Practice

Chairman Delvin presented a Certificate of Good Practice approved by the County Road Administration Board to County Engineer Douglas D'Hondt.

Non-Partisan Vacancy Policy

The Board discussed whether it wanted to amend the current policy to keep the qualified applicant list valid for up to six months, in the event there was another vacancy in the near future. If they used the current list of qualified applicants, they would not have to go through the interview process again.

The Board agreed to have the HR Manager amend the policy and put in a 6-month window, with the option to either use the current list or complete the entire process again.

The Board recessed, reconvening at 9:35 a.m.

Executive Session – Review Performance of Public Employee

The Board went into executive session at 9:35 a.m. for up to five (5) minutes to discuss the performance of a public employee. Also present were Jerrod MacPherson, Cami McKenzie, and Chairman Delvin (via/WebEx) and Matt Rasmussen (via/WebEx).

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

Accounts Payable

Check Date: 06/10/2021

P-Cards #: 0621
Total all funds: \$312,330.20

Resolutions

2021-459: Agreement w/LeadOnLine for Subscription to Electronic Reporting & Criminal Investigation System for Law Enforcement Use; Amending Resolution 2018-231
2021-460: Superior Court Public Defense Contract w/Michelle Alexander

- 2021-461: Sundown Estates Franchise for Domestic Water Lines Systems & Facilities
- 2021-462: Olsen Brothers Ranches Inc. Franchise for Electrical Lines, Irrigation Systems & Facilities
- 2021-463: Vacation & Abandonment of a Portion of County Right-Of-Way Abutting E. 45th Avenue
- 2021-464: Contract w/Contract Resource Group for Furniture of New Administration Building
- 2021-465: Contract w/Total Office Concepts for Furniture of New Administration Building
- 2021-466: Contract w/Brutzman's Inc. for Furniture of New Administration Building
- 2021-467: Second Amended Contract w/Meier Architecture & Engineering for the Design of Shooting Range @ Rattlesnake Mountain Shooting Facility
- 2021-468: Contract Award for Dallas Road Bike Path to Granite Construction Company
- 2021-469: Ratifying Task Orders #1 & #2 for On-Call Architecture & Engineering Contract w/Wave Design Group
- 2021-470: First Amended Contract w/Wave Design Group for Redesign of the Front Entrance @ Justice Center
- 2021-471: Award of Obsolete Bridge Removal Project to C & E Trenching
- 2021-472: Amended Contract w/Tyler Technologies for Purchase of EnerGov Permitting Software
- 2021-473: Accepting a Petition to Establish a County Road from RR Bradley LLC and Ordering the County Engineer to Prepare a Report
- 2021-474: Amending the Benton County Roadmap to Recovery Reopening Guide for County Facilities

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

Clerk of the Board

Chairman