

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Benton County Courthouse, Prosser, WA  
Tuesday, June 29, 2021, 9:00 a.m.

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

**Present:** Chairman Jerome Delvin  
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; Robert Heard, IT Manager; Lexi Wingfield, HR Manager; Robert Blain, Operations & Capital Programs; Adam Fyall, Sustainable Development Manager; Clerk Josie Delvin; Michelle Cooke, Assistant Planning Manager; Peter McEnderfer, Associate Planner; Treasurer Ken Spencer; Assistant HR Manager Karlee Ainsworth; Lorene Roe, Deputy Auditor; DPA Ryan Brown; Greg Wendt, Community Development Director.

#### Pledge of Allegiance

The Board recited the Pledge of Allegiance.

#### Approval of Minutes

The Minutes of June 22, 2021 were approved.

#### Agenda Review

The following items were added to Other Business:

- Cascade Natural Gas Rebate Application
- Apollo Mechanical Contractors – HVAC Contract
- WA Secretary of State Archives Grant Application – Planning Department

#### Consent Agenda

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

#### Auditor

- a. Representation Letter to the State Auditor for the 2019 Accountability Audit

**District Court**

- b. First Amended Agreement w/WA State Administrative Office of the Courts for Interpreting Services

**Fairgrounds**

- c. Agreement w/Benton-Franklin Fair Association for Temporary Pedestrian Bridge

**Human Resources**

- d. Pay Grievance Settlement Agreement and Release w/Teamsters 839

**Human Services**

- e. Fourth Amended Agreement w/Columbia Industries for Employment Services
- f. Fourth Amended Agreement w/ARC of Tri Cities for Employment Services
- g. Fourth Amended Agreement w/Compass Career Solutions for Employment Services
- h. Fourth Amended Agreement w/MRJN Associates for Employment Services
- i. Fourth Amended Agreement w/Responding to Autism Services for Employment Services
- j. Ratifying Grant Agreement w/Traum Ventures for Hotel Rooms Due to COVID-19 Outbreak
- k. Agreement w/Bradley Bricker for Order of Repayment
- l. Memorandum of Agreement w/Benton & Franklin Counties Regarding the Provision of Services

**Juvenile**

- m. Amendment No. 1 w/Aramark Correctional Services for Detention Food Services

**Office of Public Defense**

- n. Line Item Transfer, Fund No. 0000-101, Dept. 136

**Public Works**

- o. Memorandum of Understanding w/Public Utility District No. 1 for the Installation of an Electrical Pole @ the Moderate Risk Waste Facility
- p. Construction Plans for Dallas Rd / Arena Rd Traffic Safety Improvements & Authorization to Proceed

**Purchasing**

- q. Amendment No. 1 w/WA State Health Care Authority for Same Day Visit & Transportation Program
- r. Accepting Work Performed by Solid Structures for Mountain Park Storage & Maintenance Building Project
- s. Ratifying Change Order No. 1 w/Tyler Technologies for EnerGov Permitting Software
- t. Agreement w/WA Asso of Sheriffs & Police Chiefs for Registered Sex Offender Address Verification Program

**Superior Court**

- u. Interagency Agreement w/State of WA Administrative Office of the Courts for Interpreter Reimbursement Funding

**Public Comment**

None.

## **Long Term Care Discussion**

Lexi Wingfield and Karlee Ainsworth discussed the Washington Cares Act and briefly discussed the following:

- WA Cares Fund – long term care program to be funded by payroll deduction - .58% of earnings
- \$36,500 – lifetime benefit for long term care
- Criteria - 18 years of age and WA resident – 10 years to vest and certain criteria – starting Jan. 1, 2022, without exemption
- If you do not want to participate in State program – an individual will need to purchase own qualified plan prior to November 1, 2021 and then apply for an exemption
- Exemption information is new with more information to come
- Unique opportunity – WCIF has a qualified plan they wanted to offer that would qualify as an exemption
- HR reviewed other offers and felt WCIF had a very competitive plan to offer
- No underwriting if between \$25,000 to \$150,000
- Long term care rider – life insurance plan with rider – would convert death benefit up to 25 months (up to 4%)
- Eligibility age – 18-64 – no underwriting w/limits; 65-70 – some underwriting
- Eligibility residence – portable - anywhere in US except if living in Oregon while working for Benton County
- Work status – 20 hours per week to qualify
- Completely voluntary – Benton County can offer the program, but the employee will need to pay the premium and submit exemption to ESD
- Dates to Remember
  - July 8 – WCIF census due
  - August 2 – special open enrollment begins
  - August 27 – special open enrollment ends – last day to purchase LTC through WCIF
  - Oct. 1 – exemption applications begin w/ESD
  - Oct. 31 – last day to purchase private policy
  - Jan. 1, 2022 – payroll deduction begins
  - Dec. 31, 2022 – exemption application deadline

The Board agreed to have HR move forward with pursuing the private option through WCIF.

## **Other Business**

### **Planning Department – Washington Secretary of State Archives Grant**

Michelle Cooke and Peter McEnderfer presented a grant opportunity through the Washington Secretary of State Archives office and requested authorization to pursue. They found out about the opportunity last week and the deadline for application was June 30. They requested to apply for a reimbursable grant up to \$30,000 entitled “Organize the File Room Grant”. This would assist them in getting their paper files on site and off site organized and ready for digitizing. If awarded

the grant, they would plan to apply for an additional grant the following year in an amount up to \$50,000.00 for digitizing their records. They did not anticipate a supplement would be needed, however, would need to move some money around in their budget.

**MOTION:** Commissioner Small moved to authorize the Community Development Director to sign the Organizing the File Room grant application as discussed. Commissioner McKay seconded and upon vote, the motion carried.

### **HVAC Contract with Apollo Mechanical Contractors**

Robert Blain said bids were solicited for an HVAC-R Preventative Maintenance and As-Needed Contract and two bids were received. The bid was awarded to Apollo Mechanical Contractors and they just received back the signed contract. With current weather conditions, he wanted to get the contract in place prior to the other contract expiring on June 30.

**MOTION:** Commissioner Small moved to approve the Contract for HVAC-R Preventative Maintenance & As-Needed Repairs to Apollo Mechanical Contractors Inc. as presented. Commissioner McKay seconded and upon vote, the motion carried.

### **Application for Rebate – Cascade Natural Gas**

Mr. Blain presented an application for rebate through Cascade Natural Gas for their commercial industrial rebate incentive program. Mr. Blain stated that boilers were installed in the jail that would entitle the County up to \$50,000 in rebates and he asked for authorization for the Chairman to sign the application.

**MOTION:** Commissioner Small moved to authorize the Chairman to sign the commercial and industrial rebate applications with Cascade Natural Gas for their commercial and industrial incentive program as presented. Commissioner McKay seconded and upon vote, the motion carried.

### **Washington – Re-Opening**

Commissioner McKay reported that he and Mr. Rasmussen had a meeting with the Governor's staff regarding the June 30 opening. He said it sounded like it would be back to regular standards except for the L & I mask mandate if a person was not vaccinated. Also, there were still some unanswered questions regarding the OPMA proclamations. Mr. Rasmussen said he had a call later today and would get further clarification regarding offering remote options if the Board was holding in person meetings.

### **Fireworks in Benton County**

Commissioner McKay said he received several inquiries regarding this issue. It was his understanding that even if the Board decided to prohibit fireworks in the county, it could not be implemented this year, but would be in effect for the following year. He said he hoped everyone enjoyed the 4<sup>th</sup> of July safely and responsibly.

### Mental Health Tax

Commissioner Small expressed his concern about this tax and the comments made by Sheriff Raymond and said he wanted to fully review this matter before moving forward. Chairman Delvin said he would support the 1/10 tax now, but knew they needed to work through the issue.

### Benton County Clerk

Chairman Delvin announced that Clerk Josie Delvin was chosen as “Clerk of the Year” by the Clerk’s organization for Washington State.

### Meeting Cancellation

Mr. MacPherson reminded the Board the meeting of July 6 was cancelled due to the holiday.

### Meeting of July 26, 2021

Commissioner Small let the Board know he would be gone the week of July 26.

### Tort Claim

CC 2021-19: Received from Jerry Hatcher on 06/29/2021

### Accounts Payable

Check Date: 06/25/2021

Warrants #: 218992-219143  
Total all funds: \$1,397,004.33

EFT’s #: 1819-1841  
Transfers #: 06252101-06252104  
Total all funds: \$193,390.95

### Resolutions

- 2021-484: First Amended Agreement w/WA State Administrative Office of the Courts for Interpreting Services
- 2021-485: Agreement w/Benton-Franklin Fair Association for Temporary Pedestrian Bridge
- 2021-486: Pay Grievance Settlement Agreement and Release w/Teamsters 839
- 2021-487: Fourth Amended Agreement w/Columbia Industries for Employment Services
- 2021-488: Fourth Amended Agreement w/ARC of Tri Cities for Employment Services
- 2021-489: Fourth Amended Agreement w/Compass Career Solutions for Employment Services
- 2021-490: Fourth Amended Agreement w/MRJN Associates for Employment Services

- 2021-491: Fourth Amended Agreement w/Responding to Autism Services for Employment Services
- 2021-492: Ratifying Grant Agreement w/Traum Ventures for Hotel Rooms Due to COVID-19 Outbreak
- 2021-493: Agreement w/Bradley Bricker for Order of Repayment
- 2021-494: Memorandum of Agreement w/Benton & Franklin Counties Regarding the Provision of Services
- 2021-495: Amendment No. 1 w/Aramark Correctional Services for Detention Food Services
- 2021-496: Line Item Transfer, Fund No. 0000-101, Dept. 136
- 2021-497: Memorandum of Understanding w/Public Utility District No. 1 for the Installation of an Electrical Pole @ the Moderate Risk Waste Facility
- 2021-498: Construction Plans for Dallas Rd / Arena Rd Traffic Safety Improvements & Authorization to Proceed
- 2021-499: Amendment No. 1 w/WA State Health Care Authority for Same Day Visit & Transportation Program
- 2021-500: Accepting Work Performed by Solid Structures for Mountain Park Storage & Maintenance Building Project
- 2021-501: Ratifying Change Order No. 1 w/Tyler Technologies for EnerGov Permitting Software
- 2021-502: Agreement w/WA Asso of Sheriffs & Police Chiefs for Registered Sex Offender Address Verification Program
- 2021-503: Interagency Agreement w/State of WA Administrative Office of the Courts for Interpreter Reimbursement Funding
- 2021-504: Approval to Apply for the Organizing the File Room Grant – Planning Division
- 2021-505: Contract for HVAC-R Preventative Maintenance & As Needed Repairs with Apollo Mechanical Contractors Inc.
- 2021-506: Authorizing the Chairman to Sign Commercial & Industrial Rebate Applications with Cascade Natural Gas for their Commercial & Industrial Incentive Program

There being no further business before the Board, the meeting adjourned at approximately 9:48 a.m.

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Clerk of the Board

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Chairman