

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Benton County Courthouse, Prosser, WA  
Tuesday, July 13, 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:** Robert Heard, IT Manager; Adam Fyall, Sustainable Development Manager; Clerk Josie Delvin; Adam Morasch, Risk Manager; Robert Blain, Operations & Capital Programs (via/WebEx); Treasurer Ken Spencer.

#### Pledge of Allegiance

The Board recited the Pledge of Allegiance.

#### Approval of Minutes

The Minutes of June 29, 2021 were approved.

#### Agenda Review

The following items were added to “Other Business”:

- Change Order No. 10 w/Banlin Construction
- Letter to EFSEC – Horse Heaven Wind Farm Project Proposal

#### Consent Agenda

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

#### Auditor

- a. Surplus & Disposition of Personal Property ~ Facilities
- b. Surplus & Disposition of Personal Property ~ Various Depts.
- c. Memorializing the Current Fees Related to Recording of Large Format Maps

**Commissioners**

- d. Line Item Transfer, Fund No. 0305-101, Dept. 000

**Human Services**

- e. Agreement w/Division of Social & Health Services for Long Term Payable Procedure

**Information Technology**

- f. Two Year Contract w/One World Telecommunications to Upgrade Fiber Circuit Services

**Juvenile**

- g. Contract w/Career Path Services for Education Employment & Training Program
- h. Agreement w/Dept of Social & Health Services, Juvenile Rehabilitation Administration for Contract Consolidation
- i. Program Agreement w/Dept of Social & Health Services, Juvenile Rehabilitation Administration for Evidence Based Expansion Programs

**Planning**

- j. Grant Contract w/WA State Conservation Commission for Voluntary Stewardship Program Work Plan Implementation
- k. Agreement w/Benton Conservation District for Voluntary Stewardship Program Work Plan

**Purchasing**

- l. Rejecting Bids for the Hood & Fire Extinguisher Inspection and Testing Services
- m. Revising Inmate Benevolence Fund No. 0116-101; Rescinding Resolution 2021-009
- n. Contract w/C&E Trenching LLC for the Obsolete Bridge Removal Project
- o. Contract w/Granite Construction Co. for the Dallas Road Bike Path Project
- p. Accepting Work Performed by Mid-Columbia Construction, Inc dba Jesse's Lawn Maintenance
- q. Termination of Contract w/Kim, LLC dba/Tower Plaza Cleaners & Laundromat for Corrections Dept

**Public Comment**

None.

**Update to Reopening Plan**

Adam Morasch presented an updated Roadmap to Recovery Reopening Guide that included changes from the CDC, the Governor, and L & I and summarized the following sections that changed:

- Introduction changes – to include the new “Washington Ready” plan
- Limiting occupancy
- Separation agreement – physical distancing
- Public meetings

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

## **Lease Agreement with City of Prosser for Annex Building**

Robert Blain (via/WebEx) presented a lease agreement with the City of Prosser to lease the Planning Annex Building, which the County is no longer using. He said the lease was a two-year lease at \$1,500/month and the City would maintain and repair the building. It included a 180-day termination clause and surplus of property of office furnishings to the City of Prosser.

**MOTION:** Commissioner Small moved to approve the Lease Agreement between Benton County and the City of Prosser for the Annex Building in Prosser as presented. Commissioner McKay seconded and upon vote, the motion carried.

## **Other Business**

### **Change Order No. 10 with Banlin Construction – New Admin Building**

Robert Blain presented the Change Order No. 10, consisting of the following changes:

- Additional sidewalk and voter box revisions
- Door operation for door exhaust system
- Revisions to Hearing Room desk
- Total amount of change order - \$27,073.80

He said he was working with architectural and engineering firm about covering the costs of these changes. He said they agreed to the concept and he was working out the final agreement with them to reduce their billing to the County.

**MOTION:** Commissioner Small moved to approve Change Order No. 10 with Banlin Construction as presented. Commissioner McKay seconded and upon vote, the motion carried.

### **Letter to EFSEC - Horse Heaven Wind Farm Project**

Jerrod MacPherson presented a letter from the Board to the EFSEC Council regarding the Horse Heaven Wind Farm project and public meetings. He said there was an opportunity for upcoming meetings and the letter requested the Council hold one or more meetings in the Tri-Cities to allow for local public involvement.

**MOTION:** Commissioner Small moved to approve letter as presented. Commissioner McKay seconded and upon vote, the motion carried.

### **Fireworks Issue**

Chairman Delvin said other counties had a process in place that if conditions met certain criteria, they could institute an emergency ban, if needed. He asked if the Board was willing to consider having the same sort of process in place and that he would work with Greg Wendt and Ryan Brown. The Board agreed to explore the option, with it being a coordinated decision with fire officials, etc.

**Payroll**

Check Date: 07/02/2021

Payroll Checks

Total all funds: \$2,413,456.93

Warrant #: 243219-243259

Direct Deposit #: 163255-163854

Payroll Draw Deductions/Transfers

Total all funds: \$2,332,004.56

Taxes #: 101210701-101210711

ACH #: 1846-1852

Payroll Deduction Warrants

Total all funds: \$124,711.95

Warrant #: 219232-219239

**Accounts Payable**

Check Date: 07/02/2021

Warrants #: 219147-219231

Total all funds: \$361,141.76

EFT's #: 1842-1845

Transfers #: 07022101-07022104

Total all funds: \$700,342.60

Check Date: 07/08/2021

Warrants #: 219337

Total all funds: \$109,686.71

Check Date: 07/12/2021

P-Cards: # 0721

Total all funds: \$312,236.56

**Resolutions**

2021-507: Surplus & Disposition of Personal Property ~ Facilities

2021-508: Surplus & Disposition of Personal Property ~ Various Depts.

2021-509: Memorializing the Current Fees Related to Recording of Large Format Maps

2021-510: Line Item Transfer, Fund No. 0305-101, Dept. 000

- 2021-511: Agreement w/Division of Social & Health Services for Long Term Payable Procedure
- 2021-512: Two Year Contract w/One World Telecommunications to Upgrade Fiber Circuit Services
- 2021-513: Contract w/Career Path Services for Education Employment & Training Program
- 2021-514: Agreement w/Dept of Social & Health Services, Juvenile Rehabilitation Administration for Contract Consolidation
- 2021-515: Program Agreement w/Dept of Social & Health Services, Juvenile Rehabilitation Administration for Evidence Based Expansion Programs
- 2021-516: Grant Contract w/WA State Conservation Commission for Voluntary Stewardship Program Work Plan Implementation
- 2021-517: Agreement w/Benton Conservation District for Voluntary Stewardship Program Work Plan
- 2021-518: Rejecting Bids for the Hood & Fire Extinguisher Inspection and Testing Services
- 2021-519: Revising Inmate Benevolence Fund No. 0116-101; Rescinding Resolution 2021-009
- 2021-520: Contract w/C&E Trenching LLC for the Obsolete Bridge Removal Project
- 2021-521: Contract w/Granite Construction Co. for the Dallas Road Bike Path Project
- 2021-522: Accepting Work Performed by Mid-Columbia Construction, Inc dba Jesse's Lawn Maintenance
- 2021-523: Amending the Benton County Roadmap to Recovery Reopening Guide for Benton County Facilities
- 2021-524: Lease Agreement with City of Prosser to Lease the Annex Building in Prosser
- 2021-525: Contract Change Order No. 10 with Banlin Construction – New Admin Building

There being no further business before the Board, the meeting adjourned at approximately 9:21 a.m.

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Clerk of the Board

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Chairman