

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Benton County Courthouse, Prosser, WA  
Tuesday, October 5, 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; DPA Ryan Brown; Commander Joshua Shelton; Clerk Josie Delvin; Lt. Kasey Kist.

#### Pledge of Allegiance

The Board recited the Pledge of Allegiance.

#### Approval of Minutes

The Minutes of September 28, 2021 were approved.

The Minutes of the Special Meeting of September 28, 2021 were approved.

#### Consent Agenda

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

#### Auditor

- a. Coding Correction of Funds From Current Expense to Election Reserve Fund
- b. Cancellation of Unclaimed Warrants

#### Human Resources

- c. Payment of Sheriff Wages to Jon Law During Interim Appointment; Amending Resolution 2021-638

#### Juvenile

- d. Contract Termination w/Benton-Franklin Health District for Medical Services
- e. Contract w/Day Wireless Systems for Installation of Bidirectional Amplifier & Antenna System
- f. Contract w/Karyn Oldfield for Attorney Representation in Becca Dockets

### **Public Works**

- g. Contract w/Construction Ahead for Crack Seal Project
- h. Award of Contract w/Stripe Rite for Pavement Marking

### **Purchasing**

- i. First Contract Amendment w/Moon Security Services for Fire & Security Monitoring Services
- j. First Contract Amendment w/Intermountain Cleaning to Include Administration Building
- k. Purchase of QLess Queuing Software From Shi International for Administration Building
- l. Purchase of Deicer From Envirotech Services for Public Works Department
- m. Purchase of Road Salt From Salt Distributors for Public Works Department
- n. Award of Purchase of 54 Glock Pistols to Gunarama Wholesale for Corrections Department
- o. Agreement w/Mister Car Wash for Benton County Sheriff's Office; Amending Resolution 2020-1001

### **Public Comment**

None.

### **Public Hearing - Eaton Park Improvement Club Inc. Franchise Renewal**

This item was originally scheduled for October 12, 2021 and would be heard on that date. It was erroneously put on this agenda.

### **Benton County Travel Policy Update**

Matt Rasmussen presented the updated Benton County Travel Policy to update to current laws and current practices and changes that were more practicable as follows:

- Switch to per diem for meal costs issued in advance of travel
- Issue advance travel meal per diem via pre-paid debit card
- Eliminating special exclusion boundary for elected officials
- Previously entered into agreement with Rapid Investments Inc. as the card issuer for this program

The policy update would be effective November 1, 2021 to allow time for a policy and training regarding the new pre-paid debit cards.

**MOTION:** Commissioner Small moved to approve the Benton County Business Travel and Expense Policy as presented and rescind Resolution 2015-041 and Resolution 2011-294 effective November 1, 2021. Commissioner McKay seconded and upon vote, the motion carried.

### **Other Business**

Chairman Delvin reminded the Board he would be on vacation for the next three weeks.

The Board briefly recessed, reconvening at 9:13 a.m.

### **Executive Session – 3<sup>rd</sup> Quarter Litigation Update**

The Board went into executive session at 9:13 a.m. for up to 15 minutes with DPA Ryan Brown to discuss pending litigation. Also present were Jerrod MacPherson, Matt Rasmussen, and Cami McKenzie.

The Board came out at 9:26 a.m. No decisions were made in executive session.

### **Tort Claim**

CC 2021-27: Received on October 1, 2021 from Zachary Fairley

### **Accounts Payable**

Check Date: 10/01/2021

Warrants #: 221878-222026  
Total all funds: \$846,037.33

EFT's #: 1961-1964  
Transfers #: 10012101-10012108  
Total all funds: \$11,138,286.46

Check Date: 10/01/2021

EFT's #: 1965  
Total all funds: \$12,188.05

### **Resolutions**

- 2021-719: Coding Correction of Funds From Current Expense to Election Reserve Fund
- 2021-720: Cancellation of Unclaimed Warrants
- 2021-721: Payment of Sheriff Wages to Jon Law During Interim Appointment; Amending Resolution 2021-638
- 2021-722: Contract Termination w/Benton-Franklin Health District for Medical Services
- 2021-723: Contract w/Day Wireless Systems for Installation of Bidirectional Amplifier & Antenna System
- 2021-724: Contract w/Karyn Oldfield for Attorney Representation in Becca Dockets
- 2021-725: Contract w/Construction Ahead for Crack Seal Project
- 2021-726: Award of Contract w/Stripe Rite for Pavement Marking
- 2021-727: First Contract Amendment w/Moon Security Services for Fire & Security Monitoring Services
- 2021-728: First Contract Amendment w/Intermountain Cleaning to Include Administration Building

- 2021-729: Purchase of QLess Queuing Software From Shi International for Administration Building
- 2021-730: Purchase of Deicer From Envirotech Services for Public Works Department
- 2021-731: Purchase of Road Salt From Salt Distributors for Public Works Department
- 2021-732: Award of Purchase of 54 Glock Pistols to Gunarama Wholesale for Corrections Department
- 2021-733: Agreement w/Mister Car Wash for Benton County Sheriff's Office; Amending Resolution 2020-1001
- 2021-734: Approving the Benton County Business Travel and Expense Policy - Rescinding Resolution 2015-041 and 2011-294 Effective November 1, 2021

There being no further business before the Board, the meeting adjourned at approximately 9:27 a.m.

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Clerk of the Board

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Chairman