

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Benton County Courthouse, Prosser, WA
Tuesday, October 12, 2021, 9:00 a.m.

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

Present: Chairman Pro Tem Shon Small
Commissioner Will McKay
County Administrator Jerrod MacPherson
Clerk of the Board Cami McKenzie

Absent: Chairman Jerome Delvin (Vacation)

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; DPA Stephen Hallstrom; Elaine Osborne, Clerk's Office; Finance Manager Linda Ivey; Brian Malley, Planning; Michelle Cooke, Assistant Planning Manager; County Engineer Doug D'Hondt; Cristina Woods, Public Works; Treasurer Ken Spencer; Blanca Parham, Public Works; Sheriff Tom Croskrey; Lt. Erik Magnuson.

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of October 5, 2021 were approved.

Agenda Review

The following item was added to the agenda for discussion:

- Salary Request Statement – Sheriff's Office

Consent Agenda

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

Auditor

- a. Data Sharing Agreement w/WA State Auditor for Shared Data Services
- b. Surplus and Disposition of Personal Property

- c. Two Year Contract w/Phoenix Protective Corp for Armed Security @ Voting Center

Clerk

- d. Establishing an Additional Cash Drawer

Public Works

- e. Appropriating Funds for Dallas Road Bike Path Project
- f. Appropriating Funds for Plymouth Road Pavement Overlay Project

Purchasing

- g. Lease Agreement w/City of Richland for Emergency Services for Communication Equipment at Golgotha, Klickitat County
- h. Purchase of Automated External Defibrillators & Supplies/Services From LifeMed Safety, Inc.

Public Comment

None.

Public Hearing – Eaton Park Improvement Club, Inc. – Franchise Renewal

Cristina Woods, Public Works, presented the application for franchise renewal for Eaton Park Improvement Club, Inc. for a renewal of domestic water system and associated facilities.

The Public Works Department reviewed the application and recommended approval based on the six conditions listed in the report.

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

MOTION: Commissioner McKay moved to approve Franchise Order and Agreement with Eaton Park Improvement Club, Inc., subject to the six items listed in the report to the Commissioners. Commissioner Small seconded and upon vote, the motion carried.

Request to Proceed with Bid Process for Moderate Risk Waste Facility Retrofit Project

Douglas D'Hondt and Blanca Parham, Public Works, presented a request to proceed with advertising for the Moderate Risk Waste Facility Retrofit Project. Ms. Parham said the facility would be able to take used motor oil, pesticides, paints, household chemicals, gasoline, etc.

The Solid Waste Fund currently had \$1,294,651.19 remaining in the budget for this project. If the costs of the project went beyond the budgeted amount, Solid Waste would be able to utilize the 2021-2023 Local Solid Waste Financial Assistance grant through Washington State Department of Ecology. The grant amounted to \$682,504.00. The necessary building permits have been secured from the City of Kennewick and the MRWF Retrofit Project was ready to out to bid.

Commissioner McKay asked about funding for operations and Ms. Parham said it would be funded through the Solid Waste Fund.

MOTION: Commissioner McKay moved to approve the resolution approving the advertisement and bid process for Bid No. CB 21-07 Moderate Risk Waste Facility (MRWF) Retrofit Project as presented. Commissioner Small seconded and upon vote, the motion carried.

Zone Change Request - ZC 2021-001, Knutzen Engineering

Michelle Cooke and Brian Malley presented the application for a zone change request on behalf of five property owners in the Finley area. The request was a change in zoning from RL-5 and Heavy Industrial to General Commercial. The Planning Commission voted to recommend approval of the zone change application as submitted, subject to the recommendations, findings of fact, and conclusions. Additionally, the Planning Division recommended approval.

MOTION: Commissioner McKay moved to adopt the Planning Commission's Recommendations, Findings of Fact and Conclusions as the Board's own and approve Zone Change Request ZC 2021-001 as recommended. Chairman Pro Tem Small seconded and upon vote, the motion carried.

Zone Change Request - ZC 2021-002, Knutzen Engineering

Michelle Cooke and Brian Malley presented the application submitted by Knutzen Engineering, requesting a change in zoning designation on two parcels on the north side of Wisner Parkway, from Light Industrial to Interchange Commercial. The Planning Commission voted to forward a positive recommendation to the Board of Commissioners and the Planning Division also recommended approval.

MOTION: Commissioner McKay moved to adopt the Planning Commission's Recommendations, Findings of Fact and Conclusions as the Board's own and approve Zone Change Request ZC 2021-002 as recommended. Chairman Pro Tem Small seconded and upon vote, the motion carried.

Other Business

Salary Request Statement – Sheriff's Office

Sheriff Croskrey and Lt. Erik Magnuson presented the salary request statement. They were proposing to re-hire a former employee to a critical position and under new management, she wanted to come back. She was previously with the Sheriff's office for 17 years and was at a step I. They were proposing to start her at an 8I, not an 8A. Additionally, she would be able to train other employees coming on board and this would be budget neutral as one of the other employees that left was at the same grade.

MOTION: Commissioner McKay moved to approve the Salary Request Statement for Dianne McCants as presented. Commissioner Small seconded and upon vote, the motion carried.

The Board briefly recessed, reconvening at 9:19 a.m.

Executive Session – County’s Position/Strategy in Union Negotiations

The Board went into executive session at 9:19 a.m. for up to 20 minutes with DPA Stephen Hallstrom and Lexi Wingfield. Also present were Jerrod MacPherson, Matt Rasmussen, Cami McKenzie, and Linda Ivey.

The Board came out at 9:43 a.m. No decisions were made in executive session.

Payroll

Check Date: 10/05/2021

Payroll Checks

Total all funds: \$2,438,991.21

Warrant #: 243339-243368

Direct Deposit #: 165525-166120

Payroll Draw Deductions/Transfers

Total all funds: \$2,209,002.87

Taxes #: 101211001-101211011

ACH #: 1966-1972

Payroll Deduction Warrants

Total all funds: \$123,927.60

Warrant #: 222028-222037

Resolutions

- 2021-735: Data Sharing Agreement w/WA State Auditor for Shared Data Services
- 2021-736: Surplus and Disposition of Personal Property
- 2021-737: Two Year Contract w/Phoenix Protective Corp for Armed Security @ Voting Center
- 2021-738: Establishing an Additional Cash Drawer for Clerk
- 2021-739: Appropriating Funds for Dallas Road Bike Path Project
- 2021-740: Appropriating Funds for Plymouth Road Pavement Overlay Project
- 2021-741: Lease Agreement w/City of Richland for Emergency Services for Communication Equipment at Golgotha, Klickitat County
- 2021-742: Purchase of Automated External Defibrillators & Supplies/Services From LifeMed Safety, Inc.
- 2021-743: Approval of Advertisement and Bid Process for Bid No. CB 21-07 Moderate Risk Waste Facility Retrofit Project
- 2021-744: Approval of Zone Change Application ZC 2021-001 for the Change in Zoning Classification On Five Parcels From Rural Lands Five Acre and Heavy Industrial to General Commercial
- 2021-745: Approval of Zone Change Application ZC 2021-002 for the Change in Zoning Classification On Two Parcels From Light Industrial to Interchange Commercial

There being no further business before the Board, the meeting adjourned at approximately 9:43 a.m.

Clerk of the Board

Chairman Pro Tem