

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Benton County Courthouse, Prosser, WA
Tuesday, October 19, 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: Robert Heard, IT Manager; Commander Joshua Shelton; Lt. Kasey Kist; Finance Manager Linda Ivey; DPA Reid Hay; DPA Ryan Brown; Elaine Osborne, Chief Deputy Clerk.

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of October 12, 2021 were approved.

Agenda Review

The following was added to discussion under "Other Business":

- District Court Judge Vacancy

Consent Agenda

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

Auditor

- a. Establishing Travel Card Account Revolving Fund

Canine Shelter

- b. Contract w/S. Morris Company for Cremation Services
- c. Contract w/Vista Veterinary for Spay and Neuter Services
- d. Contract w/Vista Veterinary for Veterinarian Services

Coroner

- e. Line Item Transfer, Current Expense 0000-101, Dept. 109

IT

- f. One-Year Maintenance/Support Plan with Justice AV Solutions, Inc. for Juvenile Justice Center
- g. One-Year Bluebeam Studio Prime Subscription w/Cadd Microsystems

Juvenile

- h. Contract w/Personal Touch Cleaning for Janitorial & Maintenance Services

Office of Public Defense

- i. Rescinding Resolution 2021-060; Approval of Agreement with LinkedIn Learning

Prosecuting Attorney

- j. Line Item Transfer, Current Expense Fund 0000-101, Dept. 117

Public Works

- k. Advertise and Proceed to Bid Process for 2021 Catch Basin and Drywell Cleaning

Purchasing

- l. Statement of Work with i3 ImageSoft for Benton County District Court for OnBase Document Management

Public Comment

None.

Washington State Dept. of Ecology Grant w/Corrections Dept for Work Crew Program

Commander Joshua Shelton and Lt. Kasey Kist presented a grant agreement with the Dept. of Ecology awarding a grant in the amount of \$57,762.00 for litter pickup and illegal dump cleanup and an additional \$40,000.00 for cleanup of 15 state highway ramps in Benton County.

They were currently running at 50% capacity with 6 to 7 participants for one work crew and the grant would offset what was currently being spent on the work crew.

MOTION: Commissioner McKay moved to approve the resolution and authorize the Chairman to sign the attached Agreement between the Washington State Dept. of Ecology and Benton County as presented. Chairman Pro Tem Small seconded and upon vote, the motion carried.

Veterans' Court Funding

Jerrod MacPherson and Linda Ivey said the Franklin County Prosecuting Attorney reached out to Benton County asking if Benton County was willing to assist a Franklin County Veteran in Benton County's Court. The parties met and agreed it was possible on a trial run basis. It would be administered through a Memorandum of Understanding and would only be for one person and would be paid by Franklin County. The line item transfer and coding correction would facilitate payment from Franklin County so funds would not come from Benton County's Public Safety Tax Fund, and the MOU would come at a later date.

MOTION: Commissioner McKay moved to approve the Line Item Transfer, Current Expense Fund No. 0000-101, Dept. 138 in the amount of \$10,000. Chairman Pro Tem Small seconded and upon vote, the motion carried.

MOTION: Chairman Pro Tem Small moved to approve the Coding Correction of Funds from Public Safety Tax Fund 0148101, Dept. 112 to Current Expense Fund No. 0000-101, Dept. 138 in the amount of \$10,000. Commissioner McKay seconded and upon vote, the motion carried.

Other Business

District Court Judge Appointment Vacancy

Mr. MacPherson said they opened the vacancy via the normal process with the vacancy announcement of Judge Katie Butler. They only received two applicants (Jennifer Azure and Shelley Ajax) and recommended to head straight to interviews.

The Board agreed to tentatively schedule the interviews at 1:30 p.m. in Kennewick on November 2, 2021 either at the Justice Center or the new Administration Building.

The Board briefly recessed at 9:14 a.m. for approximately five minutes, reconvening at 9:20 a.m.

Executive Session – Pending Litigation

The Board went into executive session at 9:20 a.m. for up to 15 minutes with DPA Reid Hay to discuss pending litigation. Also present were Jerrod MacPherson, DPA Ryan Brown, and Cami McKenzie.

The Board came out at 9:39 a.m. No decisions were made in executive session.

Tort Claims

CC 2021-28: Received on October 14, 2021 from Adrian Ponce-Velasco

CC 2021-29: Received on October 15, 2021 from Trudy Dawn Crane

Payroll

Check Date: 10/15/2021

Payroll Draw Checks

Total all funds: \$117,939.72

Warrant #: 243369

Direct Deposit #: 166121-166275

Payroll Draw Deductions/Transfers
Total all funds: \$21,249.90
Taxes #: 101211013

Accounts Payable

Check Date: 10/04/2021

Warrants #: 222027
Total all funds: \$5,000.00

Check Date: 10/11/2021

P-Cards #: 1021
Total all funds: \$276,180.66

Check Date: 10/15/2021

Warrants #: 222224-2224765
Total all funds: \$3,316,160.34

EFT's #: 1973-1982
Transfers #: 10152101-10152106
Total all funds: \$1,618,969.86

Resolutions

- 2021-746: Establishing Travel Card Account Revolving Fund
- 2021-747: Contract w/S. Morris Company for Cremation Services
- 2021-748: Contract w/Vista Veterinary for Spay and Neuter Services
- 2021-749: Contract w/Vista Veterinary for Veterinarian Services
- 2021-750: Line Item Transfer, Current Expense 0000-101, Dept. 109
- 2021-751: One-Year Maintenance/Support Plan with Justice AV Solutions, Inc. for Juvenile Justice Center
- 2021-752: One-Year Bluebeam Studio Prime Subscription w/Cadd Microsystems
- 2021-753: Contract w/Personal Touch Cleaning for Janitorial & Maintenance Services
- 2021-754: Rescinding Approval of Agreement with LinkedIn Learning
- 2021-755: Line Item Transfer, Current Expense Fund 0000-101, Dept. 117
- 2021-756: Advertise and Proceed to Bid Process for 2021 Catch Basin and Drywell Cleaning
- 2021-757: Statement of Work with i3 ImageSoft for Benton County District Court for OnBase Document Management
- 2021-758: Grant Awarded by the Washington State Department of Ecology to Benton County for the Purpose of Sharing the Costs of Operation of the Benton County Corrections Department Work Crew Program
- 2021-759: Transfer of Funds Within Current Expense Fund Number 0000101 Department Number 115 to Department Number 138

2021-760: Coding Correction of Funds from Public Safety Tax Fund 0148101 Department 112 to Current Expense Fund 0000101 Department Number 138

There being no further business before the Board, the meeting adjourned at approximately 9:39 a.m.

Clerk of the Board

Chairman