

WEEKLY REVIEW

BENTON COUNTY BOARD OF COMMISSIONERS
November 30, 2021



This document is a weekly review of the Board of County Commissioners meeting, Tuesday, November 30, 2021. Information related to agenda changes, Consent Agenda, and Public Comment are on the [County website](#).

Scheduled Business

Public Works Position Request: Operations Manager – Doug D’Hondt, County Engineer & Karlee Ainsworth, Assistant HR Manager

The County Engineer identified the need to create an Operations Manager position in the Public Works Department and worked with the HR Department to create an applicable job classification description (replacing the Assistant County Engineer position), along with the necessary placement on the salary schedule and line-item transfer to fund the position. The addition of this position requires an update to the Public Works Department organizational chart as well. **The Board moved and seconded to approve the Operations Manager classification description, to approve the position as a grade 9 on the Benton County Administrators, Managers, and Assistant Managers Salary Schedule, to approve the line-item transfer, and to approve the Public Works Department organizational chart. Motions carried.**

County Electronic Signature Policy – Robert Heard, IT Manager

Throughout 2020 and 2021, the IT Department worked with a team of County staff (including members of the Auditor, Prosecuting Attorney, Commissioners, Office of Public Defense, and Public Works offices) to review and assemble information to create an Electronic Signature Policy. In March 2020, the Washington State Legislature adopted the Uniform Electronic Transactions Act (UETA), which is intended to facilitate the use of electronic transactions, consistent with other applicable law, and bring consistency to electronic transactions, including the use of electronic signatures and acceptance of electronic records. The proposed policy is consistent with other policies used by local agencies within the state. **The Board moved and seconded to approve the resolution adopting the Benton County Electronic Signature Policy as presented. Motion carried.**

Other Business

2021 General Election Recount: Benton City Council Position 3 – Lorene Roe, Chief Deputy Auditor

Pursuant to RCW 29A.60.140, the chair of the county legislative body can delegate authority to serve on the canvassing board for the manual recount of the City of Benton City – Council Position 3 race to another member of the Board of Commissioners. Chairman Jerome Delvin has signed a letter delegating Shon Small as the member of the canvassing board for the recount of the City of Benton City - Council Position 3 race. **The Board moved and seconded to ratify the signature of Chair, Jerome Delvin, delegating Shon Small to serve on the Benton County Canvassing Board for the recount of the City of Benton City – Council Position 3 race. Motion carried.**

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Contact: Shyanne Palmus, Communications Coordinator
Shyanne.Palmus@co.benton.wa.us | 509-222-3760