

# WEEKLY REVIEW

BENTON COUNTY BOARD OF COMMISSIONERS  
May 25, 2021



*This document is a weekly review of the Board of County Commissioners meeting, Tuesday, May 25, 2021. Information related to agenda changes, Consent Agenda, and Public Comment are on the [County website](#).*

## Public Hearing

### *Col Solare Franchise Renewal for Irrigation System & Facilities – Cristina Woods, Engineering Tech III*

Benton County has received an application to renew a Franchise Order and Agreement for an irrigation system and associated facilities from Col Solare LLP. The Public Works Department recommends approval of the Franchise Order and Agreement, subject to the six (6) items listed in the report to the Commissioners. **The Board moved and seconded to approve the Franchise Order and Agreement with Col Solare LLP, subject to the six (6) items listed in the report to the Commissioners. Motion carried.**

### *Cascade Natural Gas Franchise Renewal for Distribution System – Cristina Woods, Engineering Tech III*

Benton County has received an application to renew a Franchise Order and Agreement for a natural gas distribution system and associated facilities from Cascade Natural Gas Corporation. The Public Works Department recommends approval of the Franchise Order and Agreement, subject to the six (6) items listed in the report to the Commissioners. **The Board moved and seconded to approve the Franchise Order and Agreement with Cascade Natural Gas Corporation, subject to the six (6) items listed in the report to the Commissioners. Motion carried.**

### *Community Development Block Grant (CDBG) w/ Department of Commerce – Tammy McKiernan, Department of Human Services Financial Manager*

Funding assistance through the Washington State Department of Commerce is available in the form of Community Development Block Grants (CDBG). Benton County Department of Human Services wishes to apply for funding in the amount of \$65,384.00 for subrecipient Benton Franklin Community Action Committee (CAC) to benefit approximately 133 low- and moderate-income residents in Benton and Franklin Counties. Staff recommends approving the presented resolution, to close out the 2020 grant and apply for the upcoming grant cycle (2021-2022). **The Board moved and seconded to close out Contract #20-62210-002 Community Development Block Grant (CDBG) Public Services Grant and apply for 2021-2022 CDBG Public Services Grant between Washington State Department of Commerce, Local Government Division and Benton County. Motion carried.**

## Scheduled Business

### *Line Item Transfer for Position Change in Corrections Department – Scott Souza, Chief of Corrections & Lexi Wingfield, HR Manager*

In response to the current operational needs of the Benton County Jail, and in an effort to lower expenses, the Chief of Corrections requested that the Board approve a resolution and line item transfer (LIT) to move funds from an existing, recently vacated Corrections Corporal position to a new, additional Custody Officer position. **The Board moved and seconded to approve the resolution and attached LIT to move funds from a Corrections Corporal to a Custody Officer position. Motion carried.**

*Letter to EFSEC Regarding Horse Heaven Wind Farm Project Environmental Impact Statement (EIS) – Greg Wendt, Director of Community Development & Michelle Cooke, Assistant Planning Manager*

The Community Development Department – Planning Division has prepared a letter to the Washington State Energy Facility Site Evaluation Council (EFSEC) for Board consideration regarding the scope of Environmental Impact Statement (EIS) comments associated with the Horse Heaven Wind Farm Project. EFSEC and Scout Clean Energy have agreed that an EIS will be prepared under RCW 43.21C.0303(2)(c). At a minimum, the EIS will include a no-action alternative and the applicant proposal. EFSEC will determine the full scope of the EIS, after all comments are reviewed at the end of the scoping period on June 10, 2021. The letter encourages a comprehensive analysis of the project’s probable significant adverse impacts including all direct, indirect, and cumulative impacts. **The Board moved and seconded to approve the comment letter, for submittal to Washington State Energy Facility Site Evaluation Council for their consideration in determining the scope of the Environmental Impact Statement. Motion carried.**

*Agreement w/ Tyler Technologies for EnerGov Permitting Software – Jerrod MacPherson, County Administrator; Greg Wendt, Director of Community Development; & Robert Blain, Director of Operations & Capital Programs*

In 2020, the County moved forward with the purchase of a permitting software to help simplify the permitting process and management of records. Some unforeseen difficulties have arisen that have prevented the software company from moving forward with full implementation of the program. Staff have worked to identify another software that will accomplish the same tasks as the previous software, while also directly integrating with the new Munis Financial Software. An agreement has been prepared, reviewed, and approved as to form by our departmental deputy prosecuting attorney and signed by the contractor, Tyler Technologies, for the EnerGov Permitting Software in the amount of \$491,963.00 plus 5% contingency, excluding Washington State Sales Tax. **The Board moved and seconded to approve the agreement with Tyler Technologies for the purchase of EnerGov Permitting Software as presented. Motion carried.**

## Other Business

*Contract Amendment with Johnson Controls - Robert Blain, Director of Operations & Capital Programs*

The Johnson Controls contract for HVAC maintenance and repair is scheduled to expire May 31, 2021. The contractor has informed the Facilities Department that due to changes in staffing they will be unable to finish their scheduled spring maintenance prior to contract expiration. A contract amendment has been prepared and signed to extend the contract until June 30, 2021 to allow additional time for completion of scheduled work. **The Board moved and seconded to approve Contract Amendment #3 with Johnson Controls to extend the contract expiration to June 30, 2021. Motion carried.**

*Sweeper Rental from Owens Equipment, Inc. - Robert Blain, Director of Operations & Capital Programs & Clayton Rawlings, Road Maintenance Manager*

Resolution 2021-233 (Procurement Policy) requires direct negotiations for purchases under \$10,000. The Road Maintenance Manager has determined a need to rent a sweeper for use by the Road Department crew for road sweeping. Under normal circumstances, the Road Department would work directly with WSDOT for use of their sweeper, however, WSDOT has implemented COVID-19 restrictions which do not allow for rental of their equipment. Staff estimated the need to rent the sweeper for four (4) weeks. Three (3) companies were solicited for rental costs. Two (2) companies did not have sweepers available. Owens Equipment has submitted a quote for \$9,952.85 for a 4-week rental including WSST. Staff recommends approval of the rental as presented, to be paid from the Road Fund. **The Board moved and seconded to approve and authorize the Road Maintenance Manager to sign the attached Rental Agreement and hold harmless and release of liability form for the rental of a sweeper for use by the Benton County Public Works Department from Owens Equipment, Inc., Portland, OR in an amount not to exceed \$9,999.00 including WSST and any other taxes and fees incurred with the rental. Motion carried.**

*Task Order #3 – Evaluation of the Former Kennewick General Hospital (KGH) Facility with Wave Design Group, LLC for the Three Rivers Behavioral Health Recovery Center - Robert Blain, Director of Operations & Capital Programs; Matt Rasmussen, Deputy County Administrator; & Michael Corbin, Architectural Group Manager w/ Wave Design Group, LLC*

The Board executed a contract with Wave Design Group on April 20, 2021 (Resolution 2021-332), for on-call architectural and engineering services. These services are outlined as needed in Task Order #3, including pricing. The County has received a proposal to purchase the former Kennewick General Hospital (KGH) building which would be repurposed as the regional Three Rivers Behavioral Health Recovery Center facility. Wave Design Group was asked to provide pricing to evaluate the existing structure and systems. This would give additional information to the County when considering the purchase of the facility. Wave Design Group Task Order #3 will include an evaluation of the condition of the structure and major system and will create a report to include projected repair/replacement cost and estimated lifespan and future replacement costs. Task Order #3 has a total cost of \$104,500.00 plus WSST, to be paid from the Capital Projects Fund. **The Board gave staff direction to proceed with collecting references for Wave Design Group, LLC and to make final decisions at the June 8, 2021 meeting.**

*Masking Guidance Update – Matt Rasmussen, Deputy County Administrator*

Staff presented a memorandum to the Board outlining the process required by the Washington Department of Labor and Industries for allowing employees who have been fully vaccinated against COVID-19 to no longer be required to wear a mask. The process and requirements were explained to the Board and they agreed that the memorandum should be issued by the County Administrator. Staff will be working to update the approved COVID-19 Reopening Plan to include the information in the memorandum, which will be presented to the Board at a future meeting. **The Board gave staff direction to issue the memorandum and proceed with updating the COVID-19 Reopening Plan, as presented.**

*Funding Opportunity – Josh Shelton, Corrections Department Commander*

In accordance with [Senate Bill 5040: Enhancing Litter Control Along State Highways](#) (the “Welcome to Washington Act”), grant funding is available through the Department of Ecology for [community litter cleanup programs](#). The Corrections Department is seeking Board approval to apply for grant funds, in an amount still to be determined. Equipment and tools are already available, and specific funding sources will be determined as appropriate depending on the total grant amount received. **The Board moved and seconded to approve application for grant through the Washington State Department of Ecology, SB 5040. Motion carried.**

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