

# WEEKLY REVIEW

BENTON COUNTY BOARD OF COMMISSIONERS  
June 29, 2021



*This document is a weekly review of the Board of County Commissioners meeting, Tuesday, June 29, 2021. Information related to agenda changes, Consent Agenda, and Public Comment are on the [County website](#).*

## Scheduled Business

### *Long Term Care Discussion – Lexi Wingfield, HR Manager*

The Washington State Legislature established a long-term care insurance benefit, the [Washington Cares Fund](#), through the [Long-Term Services and Supports Trust Act](#) for all eligible workers to address the future long-term care crisis. This program is funded by payroll deduction, in the form of a tax, to Benton County employees unless they have a qualifying plan per the Employment Security Department. The [Washington Counties Insurance Fund \(WCIF\)](#) is offering a qualifying plan for Benton County employees, at the cost of the employee. The HR Department recommends Benton County offer this plan, to give employees options for long-term care. The Board authorized the HR Department to work with Washington Counties Insurance Fund to implement a qualifying, elective long-term care insurance plan to County employees.

## Other Business

### *Washington State Archives Grant Application – Michelle Cooke, Assistant Planning Manager & Peter McEnderfer, Associate Planner*

The Benton County Planning Division requested authorization to apply for the Office of the Secretary of State – Washington State Archives' Local Records Organizing the File Room grant. This grant program offers three (3) different grants to assist local governments' use of technology, to improve their records retention, management, and disclosure of public records. The three (3) grant types are: 1) Organizing the File Room – funding to organize paper records so that jurisdictions may provide more timely responses to public records requests; 2) Digital Imaging – funding to digitize a specific set of records by a vendor; and 3) Technology Tools – funding to acquire specific hardware/software to assist in capturing, retaining, and managing public records. The Planning Division sought authorization to apply for the Organizing the File Room Grant in an amount up to \$30,000 for 2021-2022, with the intent to later apply for the Digital Imaging Grant to digitize the organized files. These grant opportunities are provided yearly by the Office of the Secretary of State, and different departments and business units within counties or cities can apply separately in the same grant cycle. The Planning Division will purchase any products/services as outlined in the approved grant award and receive reimbursement from the Office of the Secretary of State after completing the terms of the contract. The Board moved and seconded to authorize the Director of Community Development to apply for the 2021-2022 Organizing the File Room Grant through the Office of the Secretary of State – Washington State Archives' Local Records. Motion carried.

### *Contract w/ Apollo Mechanical Contractors, Inc. for HVAC-R Preventative Maintenance & As-Needed Repairs – Robert Blain, Director of Operations & Capital Programs*

Bids were solicited for the HVAC-R Preventative Maintenance & As-Needed Repairs Contract for various Benton County locations, and two (2) bids were received: 1) Apollo Mechanical Contractors, Inc. in the amount of \$673,100.00; and 2) Johnson Controls, Inc. in the amount of \$681,051.46. This contract will be paid from Current Expense Fund – Facilities Department. The Board moved and seconded to award the contract for HVAC-R Preventative Maintenance & As-Needed Repairs in an amount not to exceed \$673,100.00 to Apollo Mechanical Contractors, Inc. and authorize the Chairman to sign the contract. Motion carried.

*Cascade Natural Gas Commercial & Industrial Incentive Program Rebate Applications - Robert Blain, Director of Operations & Capital Programs*

County staff recently learned that Cascade Natural Gas offers an incentive program for commercial and industrial clients, to encourage installation of energy efficient boilers and water heaters. In the last couple of years, the County has replaced several boilers and water heaters that qualify for the incentive program. Applications have been prepared, reviewed, and approved to form by the Civil Deputy Prosecuting Attorney. The fiscal impact of these rebates is unknown at this time. **The Board moved and seconded to authorize the Chairman to sign the Cascade Natural Gas Commercial & Industrial Rebate Applications. Motion carried.**

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