

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting

Benton County Courthouse, Prosser, WA

Tuesday, February 15, 2022, 9:00 a.m.

*Meeting provided in-person, by Video Live-Broadcast and Telephonically via/WebEx*

**Present:** Chairman Shon Small  
Commissioner Will McKay  
Commissioner Jerome Delvin (NACO) (via/WebEx)  
County Administrator Jerrod MacPherson  
Clerk of the Board Cami McKenzie

**Benton County Employees Present During All or a Portion of the Meeting:** Deputy County Administrator Matt Rasmussen; Robert Heard, IT Manager; Clerk Josie Delvin; Adam Morasch, Risk Manager; Treasurer Ken Spencer; OPD Manager Eric Hsu via/WebEx; Shyanne Palmus, Communications Coordinator; Linda Ivey, Finance Manager; Lt. Michael Clark, Undersheriff Jon Law and Sheriff Tom Croskrey, via/WebEx; Chief Robert Guerrero; DPA Ryan Brown; DPA Eric Andrews; HR Assistant Manager Karlee Ainsworth; Alex Garcia, IT.

#### Pledge of Allegiance

The Board recited the Pledge of Allegiance.

#### Approval of Minutes

The Minutes of February 8, 2022 were approved.

#### Agenda Review

The following items were added to the agenda:

- IT Purchase from CompuNet for Catalyst Switches
- IT Purchase from CompuNet for WebEx Desks
- Executive Session – Pending Litigation

#### 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. 2020 Financial Statement & Audit Management Representation Letter

**Juvenile**

- b. Contract Amendment No. 1 w/Ideal Option for Medical Services

**Office of Public Defense**

- c. Agreement w/WA State Office of Public Defense to Expend Public Defense Grant Funding

**Planning**

- d. Purchase of Water Meters From General Pacific to Monitor & Analyze Water Usage From Mitigated Wells on Properties Within Benton County

**Public Works**

- e. Line Item Transfer, Fund No. 0101-101, Dept. 500

**Purchasing**

- f. First Amended Agreement w/Express Employment Professionals for Temporary Landscape Maintenance Staffing
- g. Purchase of One Alamo Mantis Mower from Alamo Industrial for Public Works
- h. Bid Process Authorization for Furnishing Magnesium Chloride for Public Works
- i. Contract w/Western Exterminator Co. for Pest Management Services at Benton County Locations
- j. Purchase Agreement w/KBT Distributing for Bulk Diesel Fuel
- k. Second Amendment w/Codex Corporation for the Guardian RFID System for Inmate Tracking System @ the Jail
- l. Contract w/Geophex LTD for High Resolution Color Digital Orthophotography

**Public Comment**

None.

**Office of Public Defense Federal Coronavirus Emergency Supplemental Funding Grant**

OPD Manager Eric Hsu via/WebEx presented a request to apply for a supplemental grant for the Federal Coronavirus Emergency Supplemental Funding Grant, authorizing the extension to CESF Grant No. GRT 21004 in the maximum allowable amount of \$60,000. The grant funding would be utilized to provide for supplemental funding and not supplanting services.

**MOTION:** Commissioner McKay moved to authorize the Office of Public Defense to apply for the authorized extension to CESF Grant No. GRT 21004 in the maximum allowable amount of \$60,000 as presented. Chairman Small seconded and upon vote, the motion carried.

**Contract Termination Notice w/Lourdes Hospital for Mental Health Services @ the Jail**

Chief Robert Guerrero presented a letter giving notice of contract termination to Lourdes Hospital for mental health services in the jail. There was a loss of funds for the services received in the jail and it was in their best interest to look at other options.

**MOTION:** Commissioner McKay moved to authorize the Chairman of the Board to sign the attached letter to Lourdes Health to advise them that Benton County was exercising its right to terminate the above cited contract. Chairman Small seconded and upon vote, the motion carried.

**Position Request for Safety and Security Program Coordinator**

Karlee Ainsworth and Adam Morasch presented a request for a new Safety and Security Program Coordinator position. The currently funded Security Supervisor position was vacant, and this new position would replace that position and be funded from it.

**MOTION:** Commissioner McKay moved to approve the Safety and Security Program Coordinator as a grade 17 on the Benton County Non-Bargaining Salary Schedule. Chairman Small seconded and upon vote, the motion carried.

**MOTION:** Commissioner McKay moved to approve the Safety and Security Program Coordinator classification description as presented. Chairman Small seconded and upon vote, the motion carried.

**MOTION:** Commissioner McKay moved to approve the Line Item Transfer of Funds within Insurance Management Fund as presented. Chairman Small seconded and upon vote, the motion carried.

**Request to Proceed with RFP for 2023 – 2024 Public Safety Sales Tax**

Shyanne Palmus and Linda Ivey presented a proposed schedule for submittal of the RFP's for funding through the 2023-2024 Public Safety Sales Tax. A total of \$2.4 million was recommended to be allocated specifically for external requests and a total of \$400,000 for internal requests for new positions and one-time costs.

**MOTION:** Commissioner McKay moved to approve staff to proceed with opening the 2023-2024 Public Safety Sales Tax Request for Proposals on March 1, 2022 as presented. Chairman Small seconded and upon vote, the motion carried unanimously.

**Dedication of ARPA (American Rescue Plan Act) Funds for the Construction of a New Behavioral Health Crisis Recovery Center**

Matt Rasmussen said the County received a significant amount of ARPA funds and they were waiting for what is now the final rule that allows capital expenditures for behavioral health. He said they proposed committing up to \$5 million of ARPA funds for construction of the proposed behavioral health center.

Commissioner McKay asked how Franklin County would be involved and Mr. Rasmussen indicated that everyone here local had the same funding source and was eligible so they would be talking to Franklin County about this as well.

**MOTION:** Commissioner McKay moved to approve the letter regarding commitment of funding from ARPA funds for the Behavioral Health Recovery Center as presented. Chairman Small seconded and upon vote, the motion carried.

### **Other Business**

#### **Purchase of Cisco Catalyst Switches and Webex Desks from CompuNet**

Robert Heard said that CompuNet announced last week they would have a 14% increase on hardware prices and IT had been working on this for some time. He presented a request to purchase two Cisco Catalyst switches in the amount of \$42,569.66 from CompuNet. He indicated these switches were an essential part of the overall network and telecommunication service and were replacing two that had been in service for almost 10 years. Additionally, he presented a request to purchase 15 Cisco WebEx Desks to increase the use of these services in a secure meeting space for “breakout rooms” for meetings between clients and their attorneys during court.

**MOTION:** Commissioner McKay move to approve the purchase from CompuNet, Inc. in the amount of \$42,569.66 for two Cisco network switches as presented. Chairman Small seconded and upon vote, the motion carried.

**MOTION:** Commissioner McKay moved to approve the purchase of 15 cisco WebEx desks from CompuNet, Inc. in the amount of \$32,196.00 as presented. Chairman Small seconded and upon vote, the motion carried.

#### **Masking in Schools**

Commissioner McKay asked Ryan Brown if there was any way the County could put more pressure on our Governor to remove the masking mandate in schools.

Mr. Brown said the mandates were coming from the State and State Superintendent of Schools and he was not sure if it would have any effect. Additionally, it was his understanding there would be an announcement this week about that issue.

The Board briefly recessed, reconvening at 9:34 a.m.

#### **Executive Session – Evaluate Qualifications of Applicant for Public Employment**

The Board went into executive session at 9:34 a.m. for up to five minutes with Undersheriff Jon Law and Lt. Michael Clark to evaluate the qualifications of an applicant for public employment. Also present were Jerrod MacPherson, Matt Rasmussen, Cami McKenzie, and Commissioner Delvin via/telephone.

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

**MOTION:** Commissioner McKay moved to approve the salary request form as presented for Nathaniel Dawson. Chairman Small seconded and upon vote, the motion carried.

### **Executive Session – Pending Litigation**

The Board went into executive session at 9:40 a.m. for up to 15 minutes with DPA Ryan Brown and DPA Eric Andrews to discuss pending litigation. Also present were Jerrod MacPherson, Matt Rasmussen, and Cami McKenzie. Commissioner Delvin appeared via/telephone.

The Board came out at approximately 9:55 a.m. No decisions were made in executive session.

### **Payroll**

Check Date: 02/04/2022

#### Payroll Checks

Total all funds: \$2,604,288.63

Warrant #: 243491-243532

Direct Deposit #: 168500-169087

#### Payroll Deductions/Transfers

Total all funds: \$2,288,836.00

Taxes #: 101220201-101220212

ACH #: 2148-2154

#### Payroll Deduction Warrants

Total all funds: \$115,447.66

Warrant #: 227621-227633

Check Date: 02/07/2022

#### Payroll Checks

Total all funds: \$331.38

Warrant #: 243533-243534

#### Payroll Deductions/Transfers

Total all funds: \$55.50

Taxes #: 101220213

### **Accounts Payable**

Check Date: 02/10/2022

P-Cards #: 0222

Total all funds: \$282,892.85

### **Resolutions**

2022-125: Contract Amendment No. 1 w/Ideal Option for Medical Services

- 2022-126: Agreement w/WA State Office of Public Defense to Expend Public Defense Grant Funding
- 2022-127: Purchase of Water Meters From General Pacific
- 2022-128: Line Item Transfer, Fund No. 0101-101, Dept. 500
- 2022-129: First Amended Agreement w/Express Employment Professionals for Temporary Staffing
- 2022-130: Purchase of One Alamo Mantis Mower from Alamo Industrial for Public Works
- 2022-131: Bid Process Authorization for Furnishing Magnesium Chloride for Public Works
- 2022-132: Contract w/Western Exterminator Co. for Pest Management Services at Benton County Locations
- 2022-133: Purchase Agreement w/KBT Distributing for Bulk Diesel Fuel
- 2022-134: Second Amendment w/Codex Corporation for the Guardian RFID System for Inmate Tracking System @ the Jail
- 2022-135: Contract w/Geophex LTD for High Resolution Color Digital Orthophotography
- 2022-136: Authorizing OPD to apply for an Extension And Expansion Of The Coronavirus Emergency Supplemental Fund Grant Offered By State Office Of Public Defense And Previously Authorized By And Through Resolution 2020-949
- 2022-137: Establishing the Salary Grade for the Safety and Security Program Coordinator
- 2022-138: Establishing a Safety and Security Program Coordinator Classification Description
- 2022-139: Transfer of Funds Within Insurance Management Fund Number 0504101 Department Number 000
- 2022-140: Approving the Purchase of Two Cisco C9500 Catalyst Switches from Compunet Inc
- 2022-141: Approving the Purchase of Fifteen Cisco Webex Desks From Compunet Inc.

There being no further business before the Board, the meeting adjourned at approximately 9:55 a.m.

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Clerk of the Board

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Chairman