

## MINUTES

### BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting  
Benton County Courthouse, Prosser, WA  
Tuesday, April 5, 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  
Deputy County Administrator Matt Rasmussen  
Clerk of the Board Cami McKenzie

**Absent:** County Administrator Jerrod MacPherson (Vacation – Excused)

**Benton County Employees Present During All or a Portion of the Meeting:** Robert Heard, IT Manager; Lexi Wingfield, HR Manager; Robert Blain, Operations & Capital Programs; Adam Fyall, Sustainable Development Manager; County Engineer Doug D’Hondt; Clerk Josie Delvin; DPA Stephen Hallstrom; Adam Morasch, Risk Manager; Matt Mahoney, Public Works; Finance Manager Linda Ivey; Chief Robert Guerrero; Michael McGhan, Public Works; Treasurer Ken Spencer.

#### Pledge of Allegiance

The Board recited the Pledge of Allegiance.

#### Approval of Minutes

The Minutes of March 29, 2022 were approved.

#### Agenda Review

The following was added to the agenda:

- Executive Session – Review Qualifications of Candidate for Public Employment
- Executive Sessions (2) – County’s Strategy/Position in Union Negotiations

#### Consent Agenda

**MOTION:** Commissioner Delvin moved to approve the consent agenda items “a” through “m”. Commissioner McKay seconded and upon vote, the Board approved the following:

**Auditor**

- a. Declaration of Surplus Property – Misc.

**Building**

- b. First Contract Amendment w/Northwest Code Professionals for Inspections & Plan Review Services

**Information Technology**

- c. Renewing of KnowBe4 Security Awareness Training for One Year

**Juvenile**

- d. Closing Out the Petty Cash Fund

**Public Safety**

- e. Line Item Transfer, Fund No. 0148-101, Dept. 121

**Public Works**

- f. Accepting Work by Stripe Rite Inc for 2021 Pavement Marking Project
- g. Permission to Advertise Plymouth Road Pavement Overlay

**Purchasing**

- h. Purchase of Two Thermions, Four Thermal Binoculars, Four Monoculars & Battery Packs From Sellmark Corporation for the Sheriff's Office; Rescinding Resolution 2021-224
- i. Ratifying Change Order w/Tyler Technologies for the Eagle Recording Software
- j. Contract w/Comprehensive Healthcare for Mental Health Services @ the Jail
- k. Intergovernmental Agreement Modification No. 3 w/United States Marshals Service for Housing

**Sheriff**

- l. Surplus of Personal Property – K-9

**Auditor**

- m. Surplus & Disposition of Personal Property – K-9

**Public Comment**

David Tucker, King Toll Road, Prosser, expressed his concern about a neighbor that was breaking zoning and code ordinances in the RL-5 zone. He said he had tried to get code enforcement out to address the number of animals, including numerous cows and goats, trailers, camp trailers, junk vehicles, garbage, and burning of garbage. He said that nothing was being done and he wanted to know what could be done. He said they were not able to enjoy their own property due to the flies, odor, and unsightly property due to garbage and junk vehicles.

Chairman Small said he would follow up with code enforcement to review this matter.

Juan Aranda, King Toll Road, Prosser, said he was present to discuss the same issue and his concern about the cows getting on his property and running into the road. He discussed other concerns, including the neighbor shooting a gun in the middle of the night while it was raining. He said he personally had to have a special permit to have a bark business on his property, and this neighbor should have a special permit for the cows.

## **Scheduled Business**

### **Position Request for Temporary Help – Capital Projects Fund**

Robert Blain requested the Board approve a temporary position to assist with the Munis project, for up to four months, at \$18.40 per hour. The position will not be included in the 2023-2024 budget.

**MOTION:** Commissioner Delvin moved to approve the Line Item Transfer to create a temporary help line item in Capital Projects Fund as presented. Commissioner McKay seconded and upon vote, the motion carried.

### **Purchase of Capital Road Equipment – Vactor Truck for Public Works**

Douglas D'Hondt and Michael McGhan presented a request to purchase a Vactor Truck for Public Works in the amount of \$591,140.63 with a NTE amount of \$650,000.00 from the Road Fund. Due to operational changes, outdated equipment, and an increase in culvert and stormwater facilities, the Road Maintenance Manager identified a need to add a Vactor Truck to the fleet for use by the road maintenance crews. Having a Vactor Truck in the fleet would give them the ability to efficiently respond to and correct stormwater drainage issues, enabling them to effectively maintain the stormwater facilities and systems. It would also reduce the labor cost for guardrail maintenance and repair.

There were an additional 200 culverts per year added to the inventory due to developments, and contracting for this service had become expensive, with in-house cleaning more cost effective and convenient. They expected to use the truck four to six months of every year and two other counties had expressed a need to use the truck with their interlocal agreements for one month each year, for each county.

They would proceed to surplus two other vehicles in their fleet, (a Patch Truck and Jet Rodder) to offset the purchase price and anticipated the overall savings of the maintenance on the surplus vehicles would be a decrease in the yearly cost. The Vactor Truck was a pressure washer and vacuum system in one, and they also had the option to use it for construction since it worked well around utilities when they needed to address that.

**MOTION:** Commissioner McKay moved to approve the purchase of one Vactor Truck from One.7, Inc. utilizing Washington State Contract No. 00120 for an amount not to exceed \$650,000.00 plus Washington State Sales Tax. The Vactor Truck will be purchased by the 2023-2024 Road Fund and placed in the ER&R replacement program. Commissioner Delvin seconded and upon vote, the motion carried.

### **Benton County Commissioner District Redistricting**

Adam Fyall provided a briefing on the upcoming redistricting process. He said that every 10 years after the federal census, the County tried to rebalance the population of the three Commissioner districts. They had a very good volunteer committee and GIS process and during the public hearing

on the 12<sup>th</sup>, they would do a presentation of the GIS process and continue the public hearing to the following week. He said that process and three alternative maps were available for the public to review.

### **Bid Opening - County Newspaper**

Matt Rasmussen said that every year the County was required to go out to bid to contract for a legal newspaper for the coming year. The Clerk of the Board was required to advertise at least five weeks in advance and the bid opening must be held on the first meeting in April.

The Notice of Bid Call for the Official Newspaper was advertised in the current legal newspaper, the Prosser Record Bulletin, on Wednesday, January 26, 2022. In addition to advertising, the Commissioners' Office provided notice (via email) to both known newspapers in Benton County (the Tri-City Herald and the Prosser Record Bulletin), as well as posted the notice on the county's website and bulletin boards.

The following bid was received and opened:

Prosser Record Bulletin:	<u>Weekly (Wednesday)</u>
Column-inch rate, first insertion:	\$18.00
Column-inch rate, subsequent insertion:	\$26.00

Mr. Rasmussen said that staff would evaluate the bid and bring back an award at a future meeting date.

### **Other Business**

#### **Washington D.C. Travel**

Commissioner Delvin said that he and Mr. Rasmussen would be travelling to Washington D.C. on April 25, 2022, for that week to meet with agencies and staff to discuss available monies for SECOMM and other projects.

#### **River Caucus/Water Training**

Commissioner McKay said he would be in training for a full day on May 5 regarding the River Caucus/Water training.

The Board recessed, at 9:28 a.m., reconvening at 9:33 a.m.

### **Executive Session – Review Qualifications of Candidate for Public Employment**

The Board went into executive session at 9:33 a.m. for up to five minutes with Chief Robert Guerrero to review the qualifications of a candidate for public employment. Also present were Matt Rasmussen, Cami McKenzie, Lexi Wingfield, and DPA Stephen Hallstrom.

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

**MOTION:** Commissioner Delvin moved to approve the salary request form as presented for Logan Sewell. Commissioner McKay seconded and upon vote, the motion carried.

**Executive Session – Review Qualifications of Candidate for Public Employment**

The Board went into executive session at 9:40 a.m. for up to five minutes with Adam Morasch to review the qualifications of a candidate for public employment. Also present were Matt Rasmussen, Cami McKenzie, Lexi Wingfield, and DPA Stephen Hallstrom.

The Board came out at 9:43 a.m. No decisions were made in executive session.

**MOTION:** Commissioner Delvin moved to approve the salary request form as presented for Stephen Caughey. Commissioner McKay seconded and upon vote, the motion carried.

**MOTION:** Commissioner Delvin moved to approve the resolution setting Stephen Caughey’s vacation accrual as presented. Commissioner McKay seconded and upon vote, the motion carried.

**Executive Session – County’s Position and Strategy on Labor Negotiations**

The Board went into executive session at 9:44 a.m. for up to 10 minutes to discuss the County’s position and strategy on labor negotiations. Also present were Lexi Wingfield, Linda Ivey, DPA Stephen Hallstrom, Matt Rasmussen and Cami McKenzie.

The Board came out at 9:54 a.m. No decisions were made but direction was given.

**Executive Session – County’s Position and Strategy on Labor Negotiations**

The Board went into executive session at 9:54 a.m. for up to 30 minutes to discuss the County’s position and strategy on labor negotiations. Also present were Lexi Wingfield, Linda Ivey, DPA Stephen Hallstrom, Matt Rasmussen and Cami McKenzie.

The Board came out at 10:25 a.m. No decisions were made but direction was given.

**Accounts Payable**

Check Date: 04/01/2022

Warrants #: 229954-230172  
Total all funds: \$1,133,250.81

EFT’s #: 2225-2232  
Transfers #: 04012201-04012204  
Total all funds: \$810,196.95

**Resolutions**

- 2022-240: Declaration of Surplus Property – Misc.
- 2022-241: First Contract Amendment w/Northwest Code Professionals for Inspections & Plan Review Services
- 2022-242: Renewing of KnowBe4 Security Awareness Training for One Year
- 2022-243: Closing Out the Petty Cash Fund
- 2022-244: Line Item Transfer, Fund No. 0148-101, Dept. 121
- 2022-245: Accepting Work by Stripe Rite Inc for 2021 Pavement Marking Project
- 2022-246: Permission to Advertise Plymouth Road Pavement Overlay
- 2022-247: Purchase of Two Thermions, Four Thermal Binoculars, Four Monoculars & Battery Packs From Sellmark Corporation for the Sheriff’s Office; Rescinding Resolution 2021-224
- 2022-248: Ratifying Change Order w/Tyler Technologies for the Eagle Recording Software
- 2022-249: Contract w/Comprehensive Healthcare for Mental Health Services @ the Jail
- 2022-250: Intergovernmental Agreement Modification No. 3 w/United States Marshals Service for Housing
- 2022-251: Surplus of Personal Property – K-9 – Transfer of Care, Custody and Ownership
- 2022-252: Surplus & Disposition of Personal Property – K-9
- 2022-253: Transfer of Funds Within Capital Projects Fund Number 0305101
- 2022-254: Purchase of Vactor Truck From One.7 Inc. – by Benton County Road Fund
- 2022-255: In the Matter of Setting Vacation Accrual for Stephen Caughey

There being no further business before the Board, the meeting adjourned at approximately 10:25 a.m.

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Clerk of the Board

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Chairman