

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Benton County Courthouse, Prosser, WA
Tuesday, May 17, 2022, 9:00 a.m.
Meeting provided in-person, by Video Live-Broadcast and Telephonically via/WebEx

Present: Chairman Shon Small
Commissioner Will McKay
County Administrator Jerrod MacPherson
Clerk of the Board Cami McKenzie

Absent: Commissioner Jerome Delvin (NACO Conference)

Benton County Employees Present During All or a Portion of the Meeting: Deputy County Administrator Matt Rasmussen; Robert Heard, IT Manager; Lexi Wingfield, HR Manager; Robert Blain, Operations & Capital Programs; Judge Joseph Burrowes via WebEx; Clerk Josie Delvin; Finance Manager Linda Ivey; Treasurer Ken Spencer; Tammy McKiernan and Kyle Sullivan, Human Services; Eric Hsu, OPD Manager via/WebEx; David Wheeler, Interim Juvenile Administrator; Chief Robert Guerrero; Greg Wendt, Community Development Director.

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of May 10, 2022 were approved.

Agenda Review

Two Executive Sessions were added to the agenda:

- Review Qualifications of Applicant for Public Employment
- Review Performance of Public Employee

Consent Agenda

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

Commissioners

- a. Quit Claim Deed for Surplus Property; Parcel #1-1997-402-0002-016
- b. Line Item Transfer, Fund No. 0000-101, Dept. 115 to 117 for Overtime

Information Technology

- c. Software Service Agreement Addendum 2 w/JotForm Inc for the IT Department
- d. Lease Agreement w/Ricoh USA, Inc. for Facilities Department
- e. Lease Agreement w/Ricoh USA, Inc. for Prosecuting Attorney's Office & OPD
- f. Lease Agreement w/Ricoh USA, Inc. for Auditor & Assessor's Offices
- g. Lease Agreement w/Ricoh USA, Inc. for District Court

Prosecuting Attorney

- h. Line Item Transfer, Fund No. 0000-101, Dept. 117 for Overtime

Purchasing

- i. 2nd Amended Contract w/Strata for On-Call Material Sampling & Testing
- j. Contract w/American Rock Products for Plymouth Road Overlay Project
- k. Award of Crack Seal Material to Arrow Construction Supply for Use by Public Works Dept.
- l. Accepting the WA Asso. Of Sheriffs & Police Chiefs Traffic Safety Grant for Field Sobriety Tests
- m. Award of Purchase of Virtual Training Simulator to Virtra, Inc. for Sheriff's Office

Public Comment

None.

Line Item Transfer – Request to Change Court Reporter to Assistant to Presiding Judge

HR Manager Lexi Wingfield and Superior Court Judge Joe Burrowes via/video conference discussed the need for an assistant to the Presiding Judge. Judge Burrowes said they had three open court reporter positions and were using the FTR system, but the hearings still needed to be transcribed for possible appeals. He said they were having difficulty recruiting for those positions and were requesting to use one of those vacant positions for a judicial assistant to assist with the back log of criminal cases.

Ms. Wingfield said the Line Item Transfer would change the title (an office reorganization) and would be a savings to the budget as it was changing from a Grade 14 to a Grade 12.

MOTION: Commissioner McKay moved to approve the bi-county resolution changing position 1478 from a Court Reporter, bi-county non-bargaining grade 14, to an Assistant to the Presiding Judge bi-county non-bargaining grade 12. Chairman Small seconded and upon vote, the motion carried.

Wautoma Solar Panel Project Presentation

Ellen Bird & Nuno Louzeiro, Innergex, appeared via/WebEx and discussed the Wautoma Solar Panel Project and briefly discussed the following:

- Project Overview
- Siting – Northwest corner of Benton County
 - Excellent solar; adjacent to transmission systems; land was level and open, and had the support of landowners
 - 3,000 acres – maximum buildout of site
 - All of the land was zoned Agriculture, and they were looking at dual use of the land, however, this was a less productive agriculture site according to the landowners
- Permitting and Studies
- Construction
- Benefits
- Schedule

Chairman Small said he was in favor of solar since it had far less impacts than the windmills. Commissioner McKay said he liked that this project was out in “no man’s land” and had low visibility.

Supplemental Request to go to Public Hearing

Finance Manager Linda Ivey presented a request to go to public hearing on June 7, 2022 for a budget adjustment for the Human Services Fund. She said Human Services was awarded three new grants due to Covid-19 that were not included in the 2021-2022 budget process as follows:

- \$12,213,576 from Washington State Commerce from the US Treasury for rent, utilities, and By & For Agencies (C-TRAP-2) due to COVID-19
- Additional \$7,664,001 in Eviction Rent Assistance Program (ERAP) due to COVID-19
- \$4,875,836 from the US Treasury on May 10, 2021, for rent and utilities (TRAP-2) due to COVID-19

Commissioner McKay expressed his frustration with the system, and said he hoped these individuals were not dependent on this money for too long. Chairman Small asked if this was ongoing funding, and Kyle Sullivan said the funding had various end dates of 2023 and 2025 and were time limited. Ms. Ivey said this funding was only dedicated to these programs.

MOTION: Commissioner McKay moved to approve going to Public Hearing on June 7, 2022, for the potential approval of the request for a budget adjustment for the Human Services Fund, Fund Number 0108101, in the amount of \$24,753,413. Chairman Small seconded and upon vote, the motion carried.

Other Business

Certificates of Service

Chairman Small recognized the following employees for their long-term service with Benton County:

15 Years

- Richard Byrd
- Elizabeth Lee
- Lance Rendall
- Kay Fairchild
- Raul Rodriguez
- Gerald Cole
- Denise Gerry
- Eric Hsu

20 Years

- Carlos Trevino
- Gerald Mercado
- Scott Runge
- Tammy McKeirnan

25 Years

- Renee Munoz
- Pei-Ling Kuh

30 Years

- Sherry Bingman

The Board recessed, reconvening at 9:37 a.m.

Executive Sessions – Review Qualifications of Candidate for Public Employment (2) and Review Performance of a Public Employee

The Board went into executive session at 9:37 a.m. for up to 15 minutes for three separate executive sessions with Lexi Wingfield to discuss the qualifications of a candidate for public employment (2) and to review the performance of a public employee. Also present were Jerrod MacPherson, Matt Rasmussen, Cami McKenzie, Eric Hsu via/WebEx, David Wheeler, and Robert Guerrero.

The Board came out at 9:50 a.m. No decisions were made in executive session.

MOTION: Commissioner McKay moved to approve the bi-county resolution authorizing the Chairman of the Board of Benton County Commissioners to sign the Salary Request statement as presented. Chairman Small seconded and upon vote, the motion carried.

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

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

Tort Claim

2022-12: Received on May 16, 2022 from Tommie Slack

Accounts Payable

Check Date: 05/10/2022

P-Cards #: 0522

Total all funds: \$396,458.34

Resolutions

- 2022-324: Changing Vacant Court Reporter in Superior Court to an Assistant to the Presiding Judge
- 2022-325: Authorizing the Chairman of Benton County and Franklin County Commissioners to Sign the Bi County Salary Request Statement for Joseph Baker
- 2022-326: Quit Claim Deed for Surplus Property; Parcel #1-1997-402-0002-016
- 2022-327: Line Item Transfer, Fund No. 0000-101, Dept. 115 to 117 for Overtime
- 2022-328: Software Service Agreement Addendum 2 w/JotForm Inc for the IT Department
- 2022-329: Lease Agreement w/Ricoh USA, Inc. for Facilities Department
- 2022-330: Lease Agreement w/Ricoh USA, Inc. for Prosecuting Attorney’s Office & OPD
- 2022-331: Lease Agreement w/Ricoh USA, Inc. for Auditor & Assessor’s Offices
- 2022-332: Lease Agreement w/Ricoh USA, Inc. for District Court
- 2022-333: Line Item Transfer, Fund No. 0000-101, Dept. 117 for Overtime
- 2022-334: 2nd Amended Contract w/Strata for On-Call Material Sampling & Testing
- 2022-335: Contract w/American Rock Products for Plymouth Road Overlay Project
- 2022-336: Award of Crack Seal Material to Arrow Construction Supply for Use by Public Works Dept.
- 2022-337: Accepting the WA Asso. Of Sheriffs & Police Chiefs Traffic Safety Grant for Field Sobriety Tests
- 2022-338: Award of Purchase of Virtual Training Simulator to Virtra, Inc. for Sheriff’s Office

There being no further business before the Board, the meeting adjourned at approximately 9:52 a.m.

Clerk of the Board

Chairman