

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting

Benton County Courthouse, Prosser, WA

Tuesday, May 24, 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
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; Lexi Wingfield, HR Manager; Greg Wendt, Community Development Director; Clerk Josie Delvin; Adam Morasch, Risk Manager; Treasurer Ken Spencer; DPA Ryan Brown.

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of May 17, 2022 were approved.

Agenda Review

The following items were added to the agenda:

- Construction Manager Contract
- Counseling Services Contract
- Executive Session – Real Estate Transaction
- Executive Session – Pending Litigation

Consent Agenda

MOTION: Commissioner Delvin moved to approve the consent agenda items “a” through “n”. Commissioner McKay seconded.

Discussion

Commissioner McKay commented that there were a lot of line item transfers coming before the Board for overtime. It was noted it had to do with the current workforce issues.

Upon vote, the Board approved the following:

Auditor

- a. Surplus and Disposition of Personal Property

Commissioners

- b. Reappointment of Darryl Olsen to the Water Conservancy Board

Corrections

- c. Line Item Transfer, Fund No. 0000-101, Dept. 120 for Overtime

Juvenile

- d. Line Item Transfer, Fund No. 0115-101, Dept. 171 for Overtime

Public Works

- e. Line Item Transfer, Fund No. 0101-101, Dept. 500
- f. Contract w/American Rock Product for Bituminous Surface Treatment Area 6 & Edge Repair
- g. Accepting Work Performed by Central Washington Asphalt for Bituminous Surface Treatment Area 5 & Edge Repair
- h. Accepting Work Performed by Western Construction of Lewiston for Crushing & Stockpiling

Purchasing

- i. First Amended Contract w/River City Environment Inc. for Trap/Oil-Water Separator Pumping & Cleaning Services
- j. Agreement w/Runbeck Election Services for Software & Election Operation Management System for Auditor's Office
- k. Purchase of Fifteen MorphoDent Fingerprint Identification Devices from Idemia for Sheriff's Office
- l. Rental of Vactor Truck for Public Works Dept; Rescinding Resolution 2022-218
- m. Request to Proceed w/Advertisement & Bid Process for Furnishing Road Surfacing Materials for Public Works

Sheriff

- n. Line Item Transfer, Fund No. 0000-101, Dept. 121

Public Comment

None.

Line Item Transfer to Create a Rule 9 Position – Office of Public Defense

Lexi Wingfield presented a Line Item Transfer to create a temporary Rule 9 Intern Position in the Office of Public Defenses. Rule 9 Interns were currently used in the PA's office and would assist with the case load in the Office of Public Defense. These interns were usually students and working on taking the bar exam. This request was budget neutral.

MOTION: Commissioner Delvin move to approve the resolution and line item transfer to create position 1529 as Temporary Help, Rule 9 Intern as presented. Commissioner McKay seconded and upon vote, the motion carried.

Establish the Risk Management Coordinator Position

Lexi Wingfield and Adam Morasch presented a request for a new position in Risk Management.

This request was budget neutral, and funding would be used from the elimination of two positions within county administration (the Jail Investigator and BOE Secretary). The position would help with a variety of issues with Risk Management, HR Office, and would continue some of the work previously done by the jail investigator.

MOTION: Commissioner Delvin moved to approve the Risk Management Coordinator classification description as presented. Commissioner McKay seconded and upon vote, the motion carried.

MOTION: Commissioner Delvin moved to approve the Risk Management Coordinator as a grade 17 on the Benton County Non-Bargaining Salary Schedule as presented. Commissioner McKay seconded and upon vote, the motion carried.

MOTION: Commissioner Delvin moved to approve the Line Item Transfer to create and fund the Risk Management Coordinator position as presented. Commissioner McKay seconded and upon vote, the motion carried.

Other Business

Construction Manager Contract

Lexi Wingfield said they were negotiating a contract for the construction manager position and presented a resolution authorizing County Administration to sign the contract and hire a Construction manager in lieu of the Board.

MOTION: Commissioner Delvin moved to approve the resolution giving County Administration the Authority to Hire a Construction Manager Via Employment Contract. Commissioner McKay seconded and upon vote, the motion carried.

Counseling Services for Sheriff's Office

Ms. Wingfield said since the implementation of a contract for counseling services in the Sheriff's office, there had been an increase utilizing the contract and she requested an extension of the contract through the end of 2022. Additionally, it would authorize County Administration to sign the contract once that contract was ready to go.

MOTION: Commissioner Delvin moved to approve the resolution authorizing the County Administrator or the Deputy County Administrator to Sign the Contract Extension between Benton

County and Amy Bloom for Sheriff's Office Employees Additional Counseling Services. Commissioner McKay seconded and upon vote, the motion carried.

Certificate of Good Practice

Chairman Small presented the Certificate of Good Practice to the County Engineer as issued by the County Road Administration Board.

Progressive Bid – Juvenile/Sheriff's Office

Chairman Small reported on his meeting regarding the progressive bid process for construction of the Juvenile Building and Sheriff's Office remodel and said it was moving along.

Executive Session – Real Estate Acquisition

The Board went into executive session at 9:15 a.m. for up to 10 minutes with Matt Rasmussen to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. Also present were Jerrod MacPherson, Cami McKenzie, and Ryan Brown.

The Board came out at 10:28 a.m. No decisions were made in executive session.

Executive Session – Pending Litigation

The Board went into executive session with DPA Ryan Brown at 9:28 a.m. for 15 minutes to discuss pending litigation. Also present were Josie Delvin, Matt Rasmussen, Jerrod MacPherson, and Cami McKenzie.

The Board came out at 9:36 a.m. No decisions were made in executive session.

Resolutions

- 2022-339: Surplus and Disposition of Personal Property
- 2022-340: Reappointment of Darryl Olsen to the Water Conservancy Board
- 2022-341: Line Item Transfer, Fund No. 0000-101, Dept. 120 for Overtime
- 2022-342: Line Item Transfer, Fund No. 0115-101, Dept. 171 for Overtime
- 2022-343: Line Item Transfer, Fund No. 0101-101, Dept. 500
- 2022-344: Contract w/American Rock Product for Bituminous Surface Treatment Area 6 & Edge Repair
- 2022-345: Accepting Work Performed by Central Washington Asphalt for Bituminous Surface Treatment Area 5 & Edge Repair
- 2022-346: Accepting Work Performed by Western Construction of Lewiston for Crushing & Stockpiling
- 2022-347: First Amended Contract w/River City Environment Inc. for Trap/Oil-Water Separator Pumping & Cleaning Services

- 2022-348: Agreement w/Runbeck Election Services for Software & Election Operation Management System for Auditor’s Office
- 2022-349: Purchase of Fifteen MorphoIDent Fingerprint Identification Devices from Idemia for Sheriff’s Office
- 2022-350: Rental of Vactor Truck for Public Works Dept; Rescinding Resolution 2022-218
- 2022-351: Request to Proceed w/Advertisement & Bid Process for Furnishing Road Surfacing Materials for Public Works
- 2022-352: Line Item Transfer, Fund No. 0000-101, Dept. 121
- 2022-353: Transfer of Funds Within Public Safety Tax Fund Number 0148101, Dept. 136
- 2022-354: Establishing a Risk Management Coordinator Classification Description
- 2022-355: Establishing the Salary Grade for the Risk Management Coordinator
- 2022-356: Transfer of Funds Within Current Expense Fund Number 0000101, Dept. 120 and 103 to Dept. 107
- 2022-357: In the Matter of Giving County Administration the Authority to Hire a Construction Manager Via Employment Contract
- 2022-358: Authorizing the County Administrator or the Deputy County Administrator to Sign the Contract Extension Between Benton County and Amy Bloom for Sheriff’s Office Employees Additional Counseling Services

There being no further business before the Board, the meeting adjourned at approximately 9:36 a.m.

Clerk of the Board

Chairman