

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting

Benton County Courthouse, Prosser, WA

Tuesday, October 18, 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 Marilu Flores

Benton County Employees Present During All or a Portion of the Meeting: Deputy County Administrator Matt Rasmussen; Robert Heard, IT Manager; Matt Mahoney, Public Works Manager; Eric Wyant, Assistant HR Manager; Carlee Nave, HR Manager; DPA Ryan Brown; Treasurer Ken Spencer; Chief Rob Guerrero; Clerk Josie Delvin; Auditor Brenda Chilton; Fleet Manager, Mike McGhan; Sheriff Commander Clarke via video conference

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of October 11, 2022 were approved.

Agenda Review

The following was added to the agenda:

- Purchase of Vehicles in the ER&R Replacement Fund

Consent Agenda

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

Coroner

- a. Line Item Transfer, Fund No. 0010, Dept. 109

Human Resources

- b. Amendment II to Collective Bargaining Agreement w/Local 874HC, Council 2 for Courthouse Union
- c. Collective Bargaining Agreement w/Deputy Sheriff's Guild for Commissioned Officers

Information Technology

- d. Agreement w/Ricoh for Copiers and Licenses for Various Benton County Offices
- e. Agreement w/Ricoh for Copier @ the Benton County Event Center

Office of Public Defense

- f. District Court Public Defense Services w/Robert Moser

Public Safety Sales Tax

- g. Contract w/Partners for Early Learning for Family Support Program

Public Works

- h. Construction Plans for Harvest Ridge Phase 1 Subdivision

Purchasing

- i. Extension Letter to Contract w/ICSolutions for Inmate Tablets & Phone Services @ the Jail
- j. Purchase of Uniforms and Accessories from Galls, LLC; Amending Resolution 2021-823

Risk Management

- k. General Contract of Indemnity with Traveler's Insurance – L & I Claim

Public Comment

None.

Traffic Control & Revision on E 15th Ave

Matt Mahoney, Public Works Manager, and Administrator Matt Rasmussen presented on a request to establish a No Parking zone between the south side of E 15th Avenue from S Cedar Street to S Gum Street to allow for traffic control, cleaning, protection of life, health, safety, and welfare of citizens. This request is based on traffic patterns, sight distance and the inability for maintenance staff to access county right of way to perform duties and unattended vehicles.

Mr. Mahoney also added that the public is surrounding the fire hydrant.

MOTION: Commissioner Delvin moved to approve the Interlocal Agreement to approve the No Parking zones on the south side of E 15th Avenue from S Cedar Street to S Gum Street. Commissioner McKay seconded and upon vote, the motion carried.

Interagency Agreement w/WA Traffic Safety Commission for Traffic Safety Grant

Commander Clarke presented via video conference from the Administration Building on the Interagency Agreement between Washington Traffic Safety Commission outlining grant funding for a traffic safety grant for high-visibility enforcement traffic safety emphasis with the goal of reducing traffic crashes in the amount of \$11,000 overall for Benton County. Commander Clarke indicated that said grant and expenditures were considered in the budget process.

MOTION: Commissioner Delvin moved to approve the Interlocal Agreement between the Benton County Sheriff's Office and WA Traffic Safety Commission and authorized the Benton County Sheriff to sign said Agreement. Commissioner McKay seconded and upon vote, the motion carried.

Other Business

Vehicles Purchase Request

Mike McGhan, Benton County Fleet Manager in Public Works, requested authorization to purchase six vehicles identified for 2023. This request was due to the current market conditions and the limited availability of the order bank schedule which is unpredictable and constantly changing. Mr. McGhan further indicated that the timeframe to place orders is very restricted and was requesting advance authorization to order the needed vehicles when the order bank opens.

Commissioner Delvin mentioned that he had recently read an article on the difficulty of vehicle purchase and how it was being impacted around the country.

MOTION: Commissioner Delvin moved to authorize the purchase of six vehicles from the Washington State Contract No. 05916. Commissioner McKay seconded and upon vote, the motion carried.

HR Introduction

Administrator MacPherson introduced and welcomed new HR management Carlee Nave and Eric Wyant.

Courthouse CBA

Clerk Josie Delvin thanked the Board for passing the Courthouse Union CBA allowing for salary increases and extended gratitude to former HR Manager Lexi Wingfield, Administrators MacPherson and Rasmussen, Finance Manager Linda Ivey and now the Board. Her staff appreciated it. Administrator MacPherson indicated that he recently spoke with Ms. Wingfield and she wished to express her appreciation on the Board authorizing the CBA.

Executive Session – Review Performance of a Public Employee

The Board went into executive session at 9:16 a.m. for up to 5 minutes with Corrections Chief Robert Guerrero to review the performance of a public employee. Also present were Jerrod MacPherson, Matt Rasmussen, Marilu Flores, Carley Nave and Eric Wyant.

The Board came out at 9:20 a.m. No decisions were made in executive session.

MOTION: Commissioner Delvin moved to approve the request for John Cox as presented by Chief Guerrero. Commissioner McKay seconded and upon vote, the motion carried.

Executive Session - Qualifications of a Candidate for Public Employment

The Board went into executive session at 9:20 a.m. for up to 5 minutes with Sheriff Commander Matt Clarke via video conference from the Administration Building to review the qualifications of a candidate for public employment. Also present were Jerrod MacPherson, Matt Rasmussen, and Marilu Flores, Carlee Nave and Eric Wyant.

The Board came out at 9:25 a.m. No decisions were made in executive session.

MOTION: Commissioner Delvin moved to approve the salary request as presented for Deputy Sheriff Ryan Hull. Commissioner McKay seconded and upon vote, the motion carried.

Payroll

Check Date: 10/05/22
Payroll Checks
Total all funds: \$2,637,433.66
Warrant #: 243804-243838
Direct Deposit #: 174408-175010

Payroll Deduction Transfers
Total all funds: \$2,322,063.59
EFT #: 100-106
ACH #166-176

Payroll Deduction Warrants
Total all funds: \$116,991.70
Warrant #: 238045-238056

Check Date: 10/06/22
Payroll Checks
Total all funds: \$71.13
Warrant #243839

Payroll Deduction Transfers
Total All Funds: \$12.78
EFTs #:
ACH #: 177

Payroll Deduction Warrants
Total All Funds: \$955.68
Warrant #238057

Accounts Payable

Check Date: 10/11/22

Pcards #178

Total all funds: \$462,283.17

Check Date: 10/14/22

Warrants #: 238159-238672

Total all funds: \$4,072,209.78

Wire Transfers: 154, 156, 162-163, 183-184, 186-187, 190-193

EFTs #: 107-120

Total all funds: \$119,081.15

Resolutions

- 2022-752 Line Item Transfer, Fund No. 0010, Dept. 109
- 2022-753 Amendment II to Collective Bargaining Agreement w/Local 874HC, Council 2 for Courthouse Union
- 2022-754 Collective Bargaining Agreement w/Deputy Sheriff’s Guild for Commissioned Officers
- 2022-755 Agreement w/Ricoh for Copiers and Licenses for Various Benton County Offices
- 2022-756 Agreement w/Ricoh for Copier @ the Benton County Event Center
- 2022-757 District Court Public Defense Services Agreement w/Robert Moser
- 2022-758 Contract w/Partners for Early Learning for Family Support Program
- 2022-759 Construction Plans & Setting of Speed Limit for Harvest Ridge Phase 1 Subdivision
- 2022-760 Purchase of Uniforms and Accessories from Galls, LLC; Amending Resolution 2021-823
- 2022-761 General Contract of Indemnity with Traveler’s Insurance – L & I Claim
- 2022-762 Traffic Control & Revision on Certain County Roads Re: No Parking Zone on South Side of E 15th Ave
- 2022-763 Interagency Agreement w/WA Traffic Safety Commission for Traffic Safety Grant
- 2022-764 Purchase of Vehicles in the ER&R Replacement Fund

There being no further business before the Board, the meeting adjourned at approximately 9:26 a.m.

Clerk of the Board

Chairman