



## Minutes – Board of County Commissioners

Regular Board Meeting  
Benton County Courthouse, Prosser, WA  
Tuesday, December 5, 2023, 9:00 a.m.  
*Meeting provided in-person, by Video Live-Broadcast and Telephonically via/WebEx*

**Present:** Chairman Will McKay  
Commissioner Jerome Delvin  
Commissioner Michael Alvarez  
County Administrator Jerrod MacPherson  
Clerk of the Board Amanda Pearson

**Benton County Employees Present During All or a Portion of the Meeting:** Deputy County Administrator, Matt Rasmussen; Information Technologies Manager, Robert Heard; Information Systems Analyst, Tim Brown; Human Resources Manager, Carlee Nave; Deputy Prosecuting Attorney, Ryan Brown; Risk Manager, Adam Morasch; Treasurer, Ken Spencer; Superior Court Administrator, Tiffany Runge; Superior Court Judge, Jackie Shea-Brown, Superior Court Judge, Joseph Burrowes; Security Program Coordinator, Steve Caughey; Public Works Operations Manager, Matt Mahoney; Auditor, Brenda Chilton; Human Services Manager, Kyle Sullivan

### **Pledge of Allegiance**

The Board recited the Pledge of Allegiance.

### **Approval of Minutes**

The Minutes of November 28, 2023 were approved.

### **Review Agenda**

- Engagement Letter regarding Entrance Conference with the State Auditor's Office

### **Public Comment**

Sherry Elizabeth Becker Sujuris. Stated she was here as an injured claimant and spoke about events that happened on Red Mountain acreage, on September 6, 2023, and at County of Walla Walla District Court. She further stated she sent a registered mail claim to risk management.

Walter Leonard shared that he drove Sherry to court and then back to Benton County.

## **Consent Agenda**

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

### **Animal Control**

- a. Contract w/Vista Veterinary Hospital, Inc. for As Needed Veterinarian Medical Services
- b. Contract w/Vista Veterinary Hospital, Inc. for As Needed Spay & Neutering Services
- c. Contract w/S. Morris Company for As Needed Pet Cremation Services

### **Auditor**

- d. Accounts Payable ~ Check Posting List for 11/22/2023

### **Board of Equalization**

- e. Notice of Approval to Hear Property Tax Appeals

### **Corrections**

- f. Purchase of Three TNT Enclosed Trailers from BF Ventures for Use by Work Crews
- g. First Amendment to Agreement w/Crown Paper & Janitorial Supply Company for Jail Chemicals & Janitorial Supplies
- h. First Amendment to Agreement w/Crown Paper & Janitorial Supply Company for Paper & Glove Supplies
- i. First Amendment to Agreement w/911 Supply, Inc. for Employee Uniforms and Other Items
- j. Second Contract Amendment w/Aramark Correctional Services, LLC for Food Services @ the Jail

### **District Court**

- k. Line-Item Transfer, Fund No. 0010, Dept. 111 for Wages for Judge Pro Tem

### **Human Resources**

- l. 2024 General Wage Increase for Non-Bargaining Employees, Managers & Administrators

### **Human Services**

- m. Payment to Goodwill Industries of the Columbia, Inc. for the Eviction Rent Assistance Program
- n. Payment to The ARC of Tri-Cities for Services of the Parent Coalition Coordinator

### **Information Technology**

- o. Annual License Fee for Spatialest Comper, Property Record Card, Community & Comper Adjustment Grid Software from Spatialest Inc for the Assessor’s Office

### **Juvenile**

- p. Contract w/NCIC Inmate Communications for Inmate Telephone & Call Monitoring System Services

### **Public Works**

- q. Permission to Enter Property Agreement w/Bonneville Power Administration for Conducting Survey
- r. Line-Item Transfer, Fund No. 1010, Dept. 500 for Position of Maintenance Worker I w/New Organizational Chart
- s. Line-Item Transfer, Fund No. 1550, Dept. 000 to Pay Meier Engineering Under Contract #2455

### **Purchasing**

- t. Memorandum of Lease w/Horizon Tower Limited, LLC for Fairgrounds/Event Center Cellular Tower Site
- u. Ratifying Change Order Proposals No. 1, 2, 3 & 4 to Banlin Construction, LLC’s Contract for Administration Building Tenant Improvement Project
- v. Purchase of Autopsy Station from Apex Integrated Distribution, LLC for the Coroner’s Office
- w. First Amendment to Contract w/Atlas Technical Consultants, LLC for On-Call Material Testing Services

Risk Management

- x. Contract w/Bock Consulting, Inc. for Occupational Health Consultations

Treasurer

- y. First Contract Amendment with FHN Financial Main Street Advisors, LLC for Investment Advising

**Superior Court Bailiff Discussion**

Bi-County Superior Court Judge, Jackie Shea-Brown, gave background on a meeting held last week relating to funding for the transition of both Benton and Franklin County Sheriff's Offices taking over courtroom security. She shared that they are now in negotiations with the Bailiffs related to changes in their job duties, as they will not be armed anymore.

Human Resources Manager, Carlee Nave, updated the board about the negotiations meeting scheduled for Friday and their active engagement with the union throughout this process.

The Commissioners discussed options for future training and potential expenses. Deputy County Administrator, Matt Rasmussen and Bi-County Superior Court Judge, Joe Burrowes, were also present to answer questions from Commissioners.

**Other Business**

Engagement Letter with the Office of Washington State Auditor Pat McCarthy

Auditor, Brenda Chilton, asked the board to authorize the Chair to sign an Engagement Letter from the Office of Washington State Auditor Pat McCarthy for the entrance conference with the State Auditor's Office regarding the commencement of the annual audit.

**MOTION**: Commissioner Delvin moved to authorize Chair McKay to sign the letter, Commissioner Alvarez seconded and upon vote, the motion carried as presented.

Commissioner Delvin thanked the public for their efforts on getting the Public Safety Sales Tax to pass and shared an article written by Rick Dunn regarding energy and potential pitfalls.

**Executive Session – Potential Litigation**

The Board went into executive session at 9:20 a.m. for up to 15 minutes with, Deputy Prosecuting Attorney, Jeff Aultman; Deputy Prosecuting Attorney, Ryan Brown; and Risk Manager, Adam Morasch. Also present were Jerrod MacPherson, Matt Rasmussen, and Amanda Pearson.

The Board came out at 9:37 a.m. No decisions were made in executive session.

**MOTION**: Commissioner Delvin moved approve the Settlement Agreement between Benton County and Christin Gregerson 1.6 million dollars. Commissioner Alvarez seconded and upon vote, the motion carried.

**Accounts Payable**

Check Date: 11/22/2023

Warrants #: 251399-251478

Total all funds: \$1,534,912.78

EFT's #: 692-693

Transfers #: 1374-1377,1381-1382

Total all funds: \$21,803.34

## **Resolutions**

- 2023-815 Contract w/Vista Veterinary Hospital, Inc. for As Needed Veterinarian Medical Services
- 2023-816 Contract w/Vista Veterinary Hospital, Inc. for As Needed Spay & Neutering Services
- 2023-817 Contract w/S. Morris Company for As Needed Pet Cremation Services
- 2023-818 Notice of Approval to Hear Property Tax Appeals
- 2023-819 Purchase of Three TNT Enclosed Trailers from BF Ventures for Use by Work Crews
- 2023-820 First Amendment to Agreement w/Crown Paper & Janitorial Supply Company for Jail Chemicals & Janitorial Supplies
- 2023-821 First Amendment to Agreement w/Crown Paper & Janitorial Supply Company for Paper & Glove Supplies
- 2023-822 First Amendment to Agreement w/911 Supply, Inc. for Employee Uniforms and Other Items
- 2023-823 Second Contract Amendment w/Aramark Correctional Services, LLC for Food Services at the Jail
- 2023-824 Line-Item Transfer, Fund No. 0010, Dept. 111 for Wages for Judge Pro Tem
- 2023-825 2024 General Wage Increase for Non-Bargaining Employees, Managers & Administrators
- 2023-826 Payment to Goodwill Industries of the Columbia, Inc. for the Eviction Rent Assistance Program
- 2023-827 Payment to The ARC of Tri-Cities for Services of the Parent Coalition Coordinator
- 2023-828 Annual License Fee for Spatialest Comper, Property Record Card, Community & Comper Adjustment Grid Software from Spatialest Inc for the Assessor's Office
- 2023-829 Contract w/NCIC Inmate Communications for Inmate Telephone & Call Monitoring System Services
- 2023-830 Permission to Enter Property Agreement w/Bonneville Power Administration for Conducting Survey
- 2023-831 Line-Item Transfer, Fund No. 1010, Dept. 500 for Position of Maintenance Worker I with New Organizational Chart
- 2023-832 Line-Item Transfer, Fund No. 1550, Dept. 000 to Pay Meier Engineering Under Contract #2455
- 2023-833 Memorandum of Lease w/Horizon Tower Limited, LLC for Fairgrounds/Event Center Cellular Tower Site
- 2023-834 Ratifying Change Order Proposals No. 1, 2, 3 & 4 to Banlin Construction, LLC's Contract for Administration Building Tenant Improvement Project
- 2023-835 Purchase of Autopsy Station from Apex Integrated Distribution, LLC for the Coroner's Office
- 2023-836 First Amendment to Contract w/Atlas Technical Consultants, LLC for On-Call Material Testing Services
- 2023-837 Contract w/Bock Consulting, Inc. for Occupational Health Consultations
- 2023-838 First Contract Amendment with FHN Financial Main Street Advisors, LLC for Investment Advising
- 2023-839 Approving November 28, 2023, Settlement Agreement Between Benton County and Christin Gregerson, et al.

There being no further business before the Board, the meeting adjourned at approximately 9:38 a.m.

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Clerk of the Board

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Chairman