



Minutes – Board of County Commissioners

Regular Board Meeting
Benton County Administration Building
Commissioners' Hearing Room, Kennewick, WA
Tuesday, December 12, 2023 9:00 AM
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; Human Resources Manager, Carlee Nave; Deputy Prosecuting Attorney, Ryan Brown; Treasurer, Ken Spencer; Security Program Coordinator, Steve Caughey; Public Works Operations Manager, Matt Mahoney; Civil Engineer, Cristina Woods; Auditor, Brenda Chilton; Clerk, Josie Delvin; Director of Operations & Capital Assets, Robert Blain, Community Development Director, Greg Wendt; Finance Manager, Linda Ivey; Sustainable Development Coordinator, Adam Fyall; Human Resources Assistant, Devon Henry; Procurement/Contract Coordinator, Danica Hope; Communication Coordinator, Glenn Vaagen

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of December 5, 2023 were approved.

Review Agenda

- Local Agency Federal Aid Project Prospectus

Public Comment

Mr. Atkins shared comments regarding issues with online meeting access for the public and again requested that acronyms of technical terms be spelled out in items that go before the board. He also had other questions related to items on the agenda specifically related to Franklin County's portion of the Juvenile facilities.

Consent Agenda

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

Assessor

- a. Fees for Open Space, Timberland & Current Use Farm & Agricultural Lands
- b. Line-Item Transfer, Fund Number 1290, Dept. 000 for Professional Services

Auditor

- c. Accounts Payable ~ Check Posting List for 11/30/2023
- d. Accounts Payable ~ Check Posting List for 12/01/2023
- e. Agreement w/Cowles Publishing Company for Printing of Local Voters’ Pamphlets

Coroner

- f. Agreement w/Forensic Pathology Staffing for Forensic Pathology Services

Human Resources

- g. Reappointment of Patty Wilson to the Civil Service Commission
- h. Appointment of Delaney Tucker to the Benton County Civil Service Commission

Human Services

- i. Contract w/ARC of Tri-Cities for Parent Coalition Services

Information Technology

- j. Lease Agreement w/Ricoh USA, Inc. for Two Copiers for Superior Court
- k. Purchase of Laptop, Dock & Two Monitors from Dell for Public Works Department
- l. Line-Item Transfer, Fund No. 1320, Dept. 000 for Computer Replacement

Juvenile

- m. Adopting Benton County Flat Monthly Payments for 2023-2024 Juvenile Operations & Facilities Budget; Amending Resolution 2022-922

Office of Public Defense

- n. Termination of Superior Court Public Defense Services Agreement w/Thomas Atwood

Parks

- o. Appointment of Ismael Mendoza-Jimenez to the Benton County Park Board, Position 5
- p. Appointment of Frank Cooper to the Benton County Park Board, Position 7

Planning

- q. Second Contract Amendment w/Safe Built LLC for Consulting Services

Public Works

- r. Interlocal Agreement w/Kittitas County for Labor, Equipment, Materials and Services

Purchasing

- s. Payment to Cascade Software Systems, Inc. for Maintenance & Programming Fees of CAMS Software
- t. Purchase of Ford F150 Truck From Clary Longview, LLC for Public Works Department
- u. Rescinding Resolution 80-509, 85-6 and 88-055 Which Adopted the WSDOT Standard Specifications Including Future Revisions
- v. Consolidated Deed for the Kennewick Justice Center Campus & Old Kennewick Fire Station Properties

Treasurer

- w. Second Amended Contract w/ GovEase Auction, LLC for Online Property Tax Foreclosure Sales

Recognizing Portions of the Horn Rapids Triangle as A Targeted Urban Area ~ A Fyall

Sustainable Development Coordinator, Adam Fyall, shared that today’s action would recognize the “Horn Rapids Triangle” in North Richland as the first Targeted Urban Area “TUA” in Benton County and in the State of Washington. It would further direct staff to develop a County TUA program in collaboration with the City of Richland and to accept an initial TUA application.

Karl Dye of TRIDEC and Amanda Wallner from a City of Richland’s Economic Development department were also present to share information and answer questions from the board.

MOTION: Commissioner Devlin moved to approve the TUA and direct staff to deal with applications, Commissioner Alvarez seconded and upon vote, the motion carried as presented.

Other Business

Executing Revised Local Agency Federal Aid Project Prospectus for C.E. 2097

Deputy County Administrator, Matt Rasmussen, shared that in 2020, the county was awarded a grant of \$605,500 through the federal Highway Safety Improvement Program for preliminary engineering and construction of the project. Since the preliminary engineering portion of the project was completed, to receive the obligation for the construction portion of the project, a revised Local Agency Federal Aid Project Prospectus is required to be submitted to Washington State Department of Transportation.

MOTION: Commissioner Delvin moved to approve authorization of Chair McKay to sign a Revised Local Agency Federal Aid Project Prospectus for the Guidepost and Guardrail Installation Project, C.E. 2097. Commissioner Alvarez seconded and upon vote, the motion carried as presented.

Deputy County Administrator, Matt Rasmussen, spoke to Commissioner Alvarez’s request to follow up on Mr. Atkins’ question form Public Comment regarding Franklin County’s portion of funding for the Juvenile facilities.

Accounts Payable

Check Date: 11/30/2023

Transfers #: 1388-1390
Total all funds: \$1,021.16

Accounts Payable

Check Date: 12/01/2023

Transfers #: 251506-251579
Total of all funds: \$813,499.94

EFT #: 694-713
Transfers #: 1384-1385
Total of all Funds: \$211,652.64

Resolutions

- 2023-840 Fees for Open Space, Timberland & Current Use Farm & Agricultural Lands
2023-841 Line-Item Transfer, Fund Number 1290, Dept. 000 for Professional Services
2023-842 Agreement with Cowles Publishing Company for Printing of Local Voters' Pamphlets
2023-843 Agreement with Forensic Pathology Staffing for Forensic Pathology Services
Human Resources
2023-844 Reappointment of Patty Wilson to the Civil Service Commission
2023-845 Appointment of Delaney Tucker to the Benton County Civil Service Commission
2023-846 Contract with ARC of Tri-Cities for Parent Coalition Services
2023-847 Lease Agreement w/Ricoh USA, Inc. for Two Copiers for Superior Court
2023-848 Purchase of Laptop, Dock & Two Monitors from Dell for Public Works Department
2023-849 Line-Item Transfer, Fund No. 1320, Dept. 000 for Computer Replacement
2023-850 Adopting Benton County Flat Monthly Payments for 2023-2024 Juvenile Operations
and Facilities Budget; Amending Resolution 2022-922
2023-851 Termination of Superior Court Public Defense Services Agreement with Thomas
Atwood
2023-852 Appointment of Ismael Mendoza-Jimenez to the Benton County Park Board, Position
5
2023-853 Appointment of Frank Cooper to the Benton County Park Board, Position 7
2023-854 Second Contract Amendment with Safe Built LLC for Consulting Services
2023-855 Interlocal Agreement with Kittitas County for Labor, Equipment, Materials and
Services
2023-856 Payment to Cascade Software Systems, Inc. for Maintenance and Programming Fees
of CAMS Software
2023-857 Purchase of Ford F150 Truck From Clary Longview, LLC for Public Works Department
2023-858 Rescinding Resolution 80-509, 85-6 and 88-055 Which Adopted the WSDOT
Standard Specifications Including Future Revisions
2023-859 Consolidated Deed for the Kennewick Justice Center Campus and Old Kennewick
Fire Station Properties
2023-860 Second Amended Contract with GovEase Auction, LLC for Online Property Tax
Foreclosure Sales
2023-861 Recognizing Portions of the Horn Rapids Triangle as A Targeted Urban Area
2023-862 Executing Revised Local Agency Federal Aid Project Prospectus for C.E. 2097

There being no further business before the Board, the meeting adjourned at approximately 9:28 a.m.

Clerk of the Board

Chairman