



Minutes – Board of County Commissioners

Regular Board Meeting
Benton County Courthouse, Prosser, WA
Tuesday, January 23, 2024, 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; Human Resources Manager, Carlee Nave; Community Development Director, Greg Wendt; Public Works Manager, Matt Mahoney; Road Maintenance Manager, Clayton Rawlings; Clerk, Josie Delvin; Treasurer, Ken Spencer; Security Program Coordinator, Steve Caughey; Chief of Corrections, Robert Guerrero; Custody Lt., Kasey Kist; Planning Manager, Michelle Mercer; Information System Analyst III, Tim Brown;

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of January 9, 2024 were approved.

Review Agenda

None.

Public Comment

Todd Thornock briefly spoke about a Short Plat that is scheduled on the agenda for a Public Hearing during this meeting.

Jim Atkins spoke online regarding the Commissioner Worksheet and requested that LIT and RFP be spelled out for clarification.

Consent Agenda

MOTION: Commissioner Alvarez moved to approve the consent agenda items “a” through “oo” but pulled item “kk” for further work; as well as items “mm” and “nn” further discussion.

“kk” *Extension of Contract with Department of Energy for Law Enforcement Services*

“mm” *First Amended Contract to Resolution 2023-518 with Chad Peterschick Law Enforcement Perspectives for As Needed Investigative and Consulting Services*

“nn” *First Amended Contract to Resolution 2023-767 with Chad Peterschick Law Enforcement Perspectives for Internal Investigation Services*

Commissioner McKay seconded and upon vote, the Board approved the following:

Auditor

- a. 2024 Canvassing Board Appointment
- b. Line-Item Transfer, Fund No. 00110, Dept.102 for Salary on Temporary Promotion
- c. First Contract Amendment with Modus Technologies, Inc. for Scanning and Indexing Historical Documents
- d. Payroll ~ Check Posting List for 01/05/2024
- e. Accounts Payable ~ Check Posting List for 01/05/2024
- f. Accounts Payable ~ Check Posting List for 01/10/2024
- g. Accounts Payable ~ Check Posting List for 01/11/2024
- h. Accounts Payable ~ Check Posting List for 01/12/2024A
- i. Accounts Payable ~ Check Posting List for 01/12/2024B
- j. Accounts Payable ~ Check Posting List for 01/16/2024
- k. Payroll ~ Check Posting List for 01/16/2024

Commissioners

- l. Surplus and Disposition of Personal Property
- m. Benton County Tax Levy for 2024

Corrections

- n. Contract with Columbia Cleaners for Dry Cleaning and Laundry Services for Corrections and Sheriff's Office
- o. Second Contract Amendment with Keefe Commissary Network for Inmate Commissary Services
- p. Authorization for the Advertisement and Bid Process for the Benton County Jail Door System Upgrade, Interview Area and Laundry Security Upgrade – CB 23-21

Fairgrounds

- q. Declaring Racetrack Railing as Surplus and Authorization to Dispose Via Recycle
- r. Agreement with Visit Tri-Cities for SkyNav Services

Human Resources

- s. Amendment III with WA State Council of County and City Employees Representing Appraisers
- t. Amendment II with WA State Council of County and City Employees Representing Courthouse Employees
- u. Amendment I with Teamsters Local 839 Representing Road Department Employees
- v. Amendment I with Teamsters Local 839 Representing Corrections Officers
- w. Amendment I with Fraternal Order of Police Representing Corrections Lieutenants
- x. Rules for Employees Eligible for Benefits Under the Affordable CARE Act Working Less Than 40 Hours Per Week; Rescinding Resolution 2015-025

Information Technology

- y. Purchase of One Cisco WebEx Room Kit Plus for Operations and Capital Assets Dept. From Brahma Enterprises
- z. Purchase of One Cisco WebEx Room Bar for Therapeutic Courts from Brahma Enterprises

Juvenile

- aa. Franklin County Flat Monthly Payments for Operations and Facilities Budget
- bb. Line-Item Transfer, Fund No. 1150, Dept. 171 for Overtime
- cc. Contract Amendment No. 1 with Connections Consulting MA LLC
- dd. Contract Amendment No. 2 with Fikes Northwest Corp. for Odor Control Services

Office of Public Defense

- ee. Termination of Superior Court Public Defense Services with Katherine Bohnet
- ff. District Court Public Defense Services Agreement with Nicole Preszler
- gg. District Court Public Defense Services Agreement with Matthew Rutt

Planning

- hh. Final Plat of Harvest Ridge – SUB 2023-005
- ii. Purchase of Water Meters from General Pacific, Inc.

Purchasing

- jj. Amending Resolution 2023-696 to Increase the Compensation Amount of Contract with PBS Engineering and Environmental Inc. for Geophysical/Geotechnical Services

Sheriff

- ll. Purchase of One Polaris Expedition XP5 Northstar from Chet’s Honda Polaris and Surplus of One 2015 Can-Am Commander for the Sheriff’s Office

Superior Court

- oo. Participant Position Allocation For the 2024 Benton and Franklin Adult and Juvenile Drug Court Programs; and At-Risk Youth Population Percentage Split for Functional Family Therapy, Selective Aggressive Probations, Detention Mental Health, and Education Employment Training Programs

Public Hearing

Short Plat Vacation – SPV 2023-003

Michelle Mercer

On September 9, 2000, Short Plat 2525 was recorded under Auditor Fee Number 2000-023222, creating four residential lots off Lower County Line Road, in the Prosser area of unincorporated Benton County. The short plat also created a thirty (30) foot access easement and turnaround to provide access to Lots 1 through 4.

The applicants, Todd and Sandra Thornock, are requesting the vacation of the 30’ access easement and turnaround located on Lots 1 through 4 of Short Plat 2525. The applicants are proposing to record a new thirty (30) foot access easement and turnaround located 15 feet north of the original easement. Owners of property within 300 feet of the subject parcel and all concerned agencies were notified of the proposed vacation and no objections or concerns have been received to date.

Mr. Thornock spoke during the public comment period in favor of approving the Short Plat.

Public hearing was closed.

MOTION: Commissioner Alvarez moved to approve the vacation of a 30-foot access easement and turnaround located on lots 1-4 of Short Plat 2025 with the condition, that the applicant shall record a

new access easement and turnaround within the next year with the Benton County Auditor. Commissioner McKay seconded and upon vote, the motion carried as presented.

Short Plat Vacation – SPV 2023-004

Michelle Mercer

On August 27, 1985, Short Plat 1505 was recorded under Auditor Fee Number 1985-011163, creating two residential lots off Badger Road, in the Kennewick area of unincorporated Benton County. The short plat also created a fifty (50) foot drain easement across both lots.

The applicant, Delicia Olsen, is requesting the vacation and relocation of the 50' drain easement located on Lot 1 of Short Plat 1505. The applicant is proposing to record a new ten (10) foot drain easement on Lot 1 beginning in the southwest corner of the parcel and running 45 degrees terminating in the northeast corner of the parcel. Owners of property within 300 feet of the subject parcel and all concerned agencies were notified of the proposed vacation with comments received from the Kennewick Irrigation District and Benton County Public Works Department. 10' wide drain. Condition to record a new engineered drainage

During public comment, Greg Olsen, husband of applicant Delicia Olsen, spoke about wanting to build on this area and to protect the property.

Public hearing was closed.

MOTION: Commissioner Alvarez moved to the vacation of a 50-foot drainage easement located on lot 1 of Short Plat 1505 with the condition that the applicant record a new drain easement within one year with the Benton County Auditor. Commissioner McKay seconded and upon vote, the motion carried as presented.

Public Participation Program for Benton County Land Use and Comprehensive Plan

Greg Wendt

RCW 36.70A.130 (2) (a) requires that local governments establish a public participation program for the review and update of its comprehensive plans and development regulations.

Each county and city shall establish and broadly disseminate to the public a public participation program consistent with RCW 36.70A.035 and 36.70A.140 that identifies procedures and schedules whereby updates, proposed amendments, or revisions of the comprehensive plan are considered by the governing body of the county or city no more frequently than once every year.

The application proposes an update to the Benton County Public Participation Program. The actions subject to the program include the Comprehensive Plan Periodic Updates (10-year cycle), Comprehensive Plan Amendments (Annual cycle), and amendments to the County's Development Regulations including zoning, subdivision, and critical areas.

Opportunities for public involvement will be provided to encourage early and continuous public participation. Citizens are encouraged to actively participate by attending advertised public meetings, workshops, and hearings, of the Benton County Hearings Examiner, Planning Commission and Benton County Board of Commissioners, visiting Benton County's website, or contacting planning staff.

The Planning Division will use a variety of methods to inform the public about any open public forums, workshops, public hearings, the availability of relevant planning documents, important milestones related to the specific project. Staff will perform research and analyses, preparation, and response to comments, and will facilitate the workshops, meetings, and hearings, which are open to the public for comment.

Specific project programs (such as periodic updates of various plans and documents) will adopt their own PPP document, adoption schedules and addendums specific to the project and will show when public hearings are likely to be held.

As there was no one present to testify, public testimony was closed.

MOTION: Commissioner Alvarez moved to approve the proposed Benton County Public Participation Program as presented as in accordance with the Growth Management Act and RCW 36.70A.130. Commissioner McKay seconded and upon vote, the motion carried.

Scheduled Business

Grant Award with Washington State Health Care Authority **Lt. Kasey Kist**

Per Resolutions 2023-163, Washington State Health Care Authority (HCA) provided funding to Benton County for an overall amount of \$535,090 for the purpose of Medication for Opioid Use Disorder (MOUD) services provided to inmates within the Benton County Jail, with a termination date of September 29, 2023.

HCA provided notice of award to Benton County Corrections Department (BCCD) along with the attached Client Services Contract No. K7291 for MOUD services with a maximum amount of \$578,658 to be paid to Benton County with a termination date of September 29, 2024.

Grant approval that offsets the costs for MOUD. \$366,000 the rest of the costs offsets other medical expenses such as ambulances and prescriptions that are in the budget. Putting more money into the general funds.

MOTION: Commissioner Alvarez moved to accept the grant award from Washington State Health Care Authority for the maximum amount of \$578,658 for services provided to inmates in the jail further outlined in the attached client contract No. K7291 between Benton County and Washington State Health Care Authority. Commissioner McKay seconded and upon vote, the motion carried as presented.

Other Business

Commissioner Alvarez initiated further discussion on consent items, “mm” and “nn”. Deputy County Administrator, Matt Rasmussen, as well as Katie Gillies and Lt. Clark from the Sheriff’s Office were available to answer questions relating to vendor insurance changes on these contracts. Commissioner Alvarez stated that going forward, these insurances need to be in place prior to signing any contracts to avoid liability.

MOTION: Commissioner Alvarez motioned to move to approve items “mm” and “nn” as written in the consent agenda. Commissioner McKay seconded and upon vote, the motion passed.

Commissioner Alvarez shared his experience attending a successful Drug Court graduation event, as well as news from the Veteran's breakfast regarding a potential Veteran's cemetery and separately a potential Tri-Cities VFW facility.

He also spoke about the Law and Justice council, the K9 Shelter, and potential challenges District Court will occur if adjustments are made.

Commissioner McKay spoke about how the Ben Franklin Transit's new manager, Rochelle, is doing a great job and shared that a contract was signed with Via for Dial-a-Ride that will save money.

Commissioner Delvin shared his schedule for the week including, giving presentations for the county at the Kiwanis and Rotary clubs.

Executive Session – Review Candidate for Public Employment ~ Clayton Rawlings
Executive Session – Review Candidate for Public Employment ~ Matt Mahoney

The Board went into executive session at 9:43 a.m. for up to 5 minutes with Matt Mahoney, Clayton Rawlings, and Carlee Nave. Also present were Jerrod MacPherson, Matt Rasmussen, and Amanda Pearson.

The Board came out at 9:48 a.m. No decisions were made in executive session.

MOTION: Commissioner Alvarez moved to approve the Salary Request Form as presented for William Mandrill. Commissioner McKay seconded and upon vote, the motion passed.

Payroll

Check Date: 01-05-2024

Payroll Checks

Total all funds: \$3,099,116.90

Warrant #: 244329-244347

Direct Deposit #: 185907-186555

Payroll Draw Deductions/Transfers

Total all funds: \$2,686,052.62

EFT #: 761-767

ACH #: 1467-1477

Payroll Deduction Warrants

Total of all Funds: \$112,321.75

Warrant #: 252612-252621

Accounts Payable

Check Date: 01/05/2024

Warrants #: 252562-252611

Total of all Funds: \$156,955.30

EFT #: 760
Total of all Funds: \$24,424.11

Check Date: 01/10/2024

PCards #: 1480
Total of all Funds: \$371,681.68

Check Date: 01/11/2024

Warrants #: 252834
Total of all Funds: \$5,000.00

Check Date: 01/12/2024

Warrants #: 252732-252833
Total of all Funds: \$882,014.63

EFT #: 768-769
Transfers #: 1478-1479, 1489
Total of all Funds: \$16,862.41

Check Date: 01/12/2024

Warrants #: 252835
Total of all Funds: \$2,600.00

Check Date: 01/16/2024

Warrants #: 252836
Total of all Funds: \$1,226.48

Check Date: 01-16-2024

Payroll Checks
Total all funds: \$127,795.11
Warrant #: 244348
Direct Deposit #: 186556-186700

Payroll Deductions/Transfers
Total of all Funds: \$23,554.07
ACH #: 1493-1494

Resolutions

- 2024-0044 Line-Item Transfer, Fund No. 00110, Dept.102 for Salary on Temporary Promotion
- 2024-0045 First Contract Amendment with Modus Technologies, Inc. for Scanning and Indexing Historical Documents
- 2024-0046 Surplus and Disposition of Personal Property
- 2024-0047 Benton County Tax Levy for 2024

- 2024-0048 Contract with Columbia Cleaners for Dry Cleaning and Laundry Services for Corrections and Sheriff's Office
- 2024-0049 Second Contract Amendment with Keefe Commissary Network for Inmate Commissary Services
- 2024-0050 Authorization for the Advertisement and Bid Process for the Benton County Jail Door System Upgrade, Interview Area and Laundry Security Upgrade – CB 23-21
- 2024-0051 Declaring Racetrack Railing as Surplus and Authorization to Dispose Via Recycle
- 2024-0052 Agreement with Visit Tri-Cities for SkyNav Services
- 2024-0053 Amendment III with Washington State Council of County and City Employees Representing Appraisers
- 2024-0054 Amendment II with Washington State Council of County and City Employees Representing Courthouse Employees
- 2024-0055 Amendment I with Teamsters Local 839 Representing Road Department Employees
- 2024-0056 Amendment I with Teamsters Local 839 Representing Corrections Officers
- 2024-0057 Amendment I with Fraternal Order of Police Representing Corrections Lieutenants
- 2024-0058 Rules for Employees Eligible for Benefits Under the Affordable CARE Act Working Less Than 40 Hours Per Week; Rescinding Resolution 2015-025
- 2024-0059 Purchase of One Cisco WebEx Room Kit Plus for Operations and Capital Assets Dept. From Brahma Enterprises
- 2024-0060 Purchase of One Cisco WebEx Room Bar for Therapeutic Courts from Brahma Enterprises
- 2024-0061 Franklin County Flat Monthly Payments for Operations and Facilities Budget
- 2024-0062 Line-Item Transfer, Fund No. 1150, Dept. 171 for Overtime
- 2024-0063 Contract Amendment No. 1 with Connections Consulting MA LLC
- 2024-0064 Contract Amendment No. 2 with Fikes Northwest Corp. for Odor Control Services
- 2024-0065 Termination of Superior Court Public Defense Services with Katherine Bohnet
- 2024-0066 District Court Public Defense Services Agreement with Nicole Preszler
- 2024-0067 District Court Public Defense Services Agreement with Matthew Rutt
- 2024-0068 Final Plat of Harvest Ridge – SUB 2023-005
- 2024-0069 Purchase of Water Meters from General Pacific, Inc.
- 2024-0070 Amending Resolution 2023-696 to Increase the Compensation Amount of Contract with PBS Engineering and Environmental Inc. for Geophysical/Geotechnical Services
- 2024-0071 Purchase of One Polaris Expedition XP5 Northstar from Chet's Honda Polaris and Surplus of One 2015 Can-Am Commander for the Sheriff's Office
- 2024-0072 First Amended Contract to Resolution 2023-518 with Chad Peterschick Law Enforcement Perspectives for As Needed Investigative and Consulting Services
- 2024-0073 First Amended Contract to Resolution 2023-767 with Chad Peterschick Law Enforcement Perspectives for Internal Investigation Services
- 2024-0074 Participant Position Allocation For the 2024 Benton and Franklin Adult and Juvenile Drug Court Programs; and At-Risk Youth Population Percentage Split for Functional Family Therapy, Selective Aggressive Probations, Detention Mental Health and Education Employment Training Programs

There being no further business before the Board, the meeting adjourned at approximately 9:48 a.m.

Clerk of the Board

Chairman