



Minutes – Board of County Commissioners

Regular Board Meeting
Benton County Courthouse, Prosser, WA
Tuesday, March 5, 2024, 9:00 a.m.
Meeting provided in-person, by Video Live-Broadcast and Telephonically via/WebEx

Present: Chairman Jerome Delvin
Commissioner Michael Alvarez
Commissioner Will McKay
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; Public Works Manager, Matt Mahoney; Treasurer, Ken Spencer; Finance Manager, Linda Ivey; Security Program Coordinator, Steve Caughey; Deputy Prosecuting Attorney, Ryan Brown; Chief Deputy Treasurer, Kirsten Yniguez; Treasurer's Office Assistant, Jessica Long

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The following Minutes were approved:

- Regular Board Meeting for February 27, 2024
- Special Board Meeting for February 28, 2024

Review Agenda

None.

Public Comment

Tina Gregory from Kennewick made comments against mail in voting, requesting in person voting, with ID, January 6th being a lie, illegal immigrants, and pornography in schools.

Consent Agenda

MOTION: Commissioner Alvarez moved to approve the consent agenda items "a" through "v" pulling "k". Commissioner Delvin seconded and upon vote, the Board approved the following:

Auditor

- a. Accounts Payable ~ Check Posting List for 02/23/2024
- b. Accounts Payable ~ Check Posting List for 02/23/2024
- c. Accounts Payable ~ Check Posting List for 02/27/2024
- d. Second Contract Amendment with Modus Technology, Inc. for Scanning & Indexing of Historical Documents
- e. 2024 Presidential Primary Canvassing Board Delegation

Capital

- f. Transfer of Funds Within Fund 0305-101, Department No. 000 for Capital Projects

Commissioners

- g. Alternate Dates for Budget Hearings, 2025-2026 Biennium Benton County Budgets

Fairgrounds

- h. Amendment to the Horizon Tower, LLC Lease Agreement to Replace Existing Pole

Information Technology

- i. Additional Statement of Work Acknowledgement Form with Journal Technologies, Inc. for the Prosecuting Attorney's Office for eProsecutor

Juvenile

- j. Contract with April Butler for Services and Treatment to First-Time Adjudicated Sex Offenders

Public Safety

- l. Transfer of Funds, Fund No. 1480, Dept. 115 to 109 for Autopsies

Public Works

- m. Update to Public Works Organizational Chart

Purchasing

- n. Advertisement & Bid Process for 2024 Bituminous Surface Treatment Area 1 & Edge Repair Area 2
- o. Advertisement & Bid Process for Furnishing Magnesium Chloride for Public Works Department
- p. Purchase Agreement with Elements Ergo LLC for New Superior Court Furniture
- q. Ratifying Change Order Proposals No. 12-16 with Banlin Construction, LLC's Contract for the Justice Center Tenant Improvement Project
- r. Contract with Engineering Economics, Inc. for Commissioning Services for the Juvenile Justice Project
- s. Agreement with Region 8 Education Service Center for Registration of Benton County with the TIPS Purchasing Cooperative
- t. Purchase Agreement with URS Electronics, Inc. for Security Camera Equipment at the New Elections Center
- u. Contract with Gram Northwest, LLC for Cultural Resource Survey for the Fairgrounds Parking Lot Project

Risk Management

- v. Release of All Claims Form from Washington Cities Insurance Authority

Finance Presentation

Finance Manager, Linda Ivey

Linda presented an update on the status of the County budget. She explained that overall, the county is at 51% of total budget used.

Commissioner McKay asked about the contract the County has with the Department of Corrections (DOC) for housing inmates.

Commissioner Alvarez made comments relating to a bloated budget compared to actuals and shared concerns over budget percentages.

Further discussion relating to the under usage of funds by departments due to staffing issues.

Other Business

Commissioner McKay gave an update on the Juvenile Justice Center meetings that were held last week. He also gave praise to Dale Wilson in Code Enforcement relating to an email he received.

Commissioner Alvarez shared his thoughts on responsibilities relating to the County’s finances. He also shared further thoughts after the Special Meeting last week on Clearview AI. Shared that he would like to work on a presentation for the board.

Commissioner Delvin informed the group that he and Commissioner Alvarez would be attending a conference next week.

Treasurer Ken Spencer shared that there has been 4.3% of the total taxes collected.

Accounts Payable

Check Date:02/23/2024

Warrants #: 254163-254367
Total of all Funds: \$1,343,099.83

EFT’s #: 808-832
Transfers #: 1597, 1598, 1603-1605
Total of all Funds: \$263,647.87

Check Date: 02/23/2024

Warrants #: 254368
Total of all Funds: \$ 10,000.00

Transfers #: 1606
Total of all Funds: \$ 2,097.96

Check Date: 02/27/2024

Transfers #: 1612
Total of all Funds: \$ 67.56

Resolutions

- 2024-0172 Second Contract Amendment with Modus Technology, Inc. for Scanning & Indexing of Historical Documents
- 2024-0173 Transfer of Funds Within Fund 0305-101, Department No. 000 for Capital Projects
- 2024-0174 Alternate Dates for Budget Hearings, 2025-2026 Biennium Benton County Budgets
- 2024-0175 Amendment to the Horizon Tower, LLC Lease Agreement to Replace Existing Pole

- 2024-0176 Additional Statement of Work Acknowledgement Form with Journal Technologies, Inc. for the Prosecuting Attorney's Office for eProsecutor
- 2024-0177 Contract with April Butler for Services and Treatment to First-Time Adjudicated Sex Offenders
- 2024-0178 Transfer of Funds, Fund No. 1480, Dept. 115 to 109 for Autopsies
- 2024-0179 Update to Public Works Organizational Chart
- 2024-0180 Advertisement & Bid Process for 2024 Bituminous Surface Treatment Area 1 & Edge Repair Area 2
- 2024-0181 Advertisement & Bid Process for Furnishing Magnesium Chloride for Public Works Department
- 2024-0182 Purchase Agreement with Elements Ergo LLC for New Superior Court Furniture
- 2024-0183 Ratifying Change Order Proposals No. 12-16 with Banlin Construction, LLC's Contract for the Justice Center Tenant Improvement Project
- 2024-0184 Contract with Engineering Economics, Inc. for Commissioning Services for the Juvenile Justice Project
- 2024-0185 Agreement with Region 8 Education Service Center for Registration of Benton County with the TIPS Purchasing Cooperative
- 2024-0186 Purchase Agreement with URS Electronics, Inc. for Security Camera Equipment at the New Elections Center
- 2024-0187 Contract with Gram Northwest, LLC for Cultural Resource Survey for the Fairgrounds Parking Lot Project
- 2024-0188 Release of All Claims Form from Washington Cities Insurance Authority

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

Clerk of the Board

Chairman