

Commissioners' Agenda Action Sheet



Meeting Date: June 11, 2024
Subject: Approval of Minutes for June 4th, 2024
Presenter: N/A
Prepared By: Amanda Pearson, Clerk to the Board
Reviewed By: N/A
PA Review: **Approved:** No **Denied:** No **N/A:** No
(If denied, include reasoning)

Type of Agenda Item: Approval of Minutes

Summary / Background Information

N/A

Fiscal Impact

N/A

Recommendation

N/A

Suggested Motion

I move to approve the meeting minutes from June 4th, 2024.



Minutes – Board of County Commissioners

Regular Board Meeting
Benton County Courthouse, Prosser, WA
Tuesday, June 4th, 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; Community Development Director, Greg Wendt; Public Works Manager, Matt Mahoney; Treasurer, Ken Spencer; Security Program Coordinator, Steve Caughey; Director of Operations and Capital Assets, Robert Blain; Juvenile Probation Manager, David Wheeler; District Court Administrator, Amanda Watts; Auditor, Brenda Chilton; Chief Deputy Auditor, Lorene Roe; Chief of Corrections, Robert Guerrero

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Approval of Minutes

The Minutes of May 21st, 2024 were approved.

Public Comment

Ilene Alexander in Prosser speaking about Wind Farms and that she disagrees with the promotion of the wind farms in the Columbia Basin. She also spoke about the lack of recyclability of wind turbines at the end of their life.

Tina Gregory in Kennewick agreed with the previous speaker's comments related to keeping wind farms out of the area. She also spoke about several topics including in-person voting with IDs, increasing taxes, and decreasing incomes, as well as parenting authority in regard to schools. She also requested that the public comment period be increased to five minutes per person.

Review Agenda

Commissioner Delvin spoke to the following changes made to the agenda:

- Public Works requested their Scheduled Business item, Work for Other Public Agencies Policy Update in Public Works Department is to be pulled and brought back later
- Added a Letter to Lineage Logistics regarding the Fire in Finley
- Added a Discussion related to the HCA 1115 Wavier
- Commissioner Alvarez to pull consent items, “f”, “h”, and “i” to discuss

Consent Agenda

Commissioner Alvarez spoke about board positions throughout the county and his interest in interviewing these potential board members to ensure that the applicant is an appropriate fit for the position. The board came to a consensus that they would work with staff on this going forward.

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

Auditor

- a. Accounts Payable ~ Check Posting List for 05/24/24

Capital Projects

- b. Transfer of Funds, Fund No. 3050, Dept. 000 for Road Fund Services

Commissioners

- c. Appointment of Alexa Sollars to the Benton County Mosquito Control Board
- d. Declaration of Surplus Property

Corrections

- e. Purchase Agreement Amendment w/Bob Barker Company, Inc. for Inmate Supplies

Human Resources

- f. Appointment of Evan Carlisle to the Benton County Civil Service Commission

Human Services

- g. Contract w/WA State Health Care Authority for Drug & Alcohol Prevention; Amending Resolution 2023-587

Parks

- h. Appointment of Michael LeCompte to the Benton County Park Board ~ Position 4
- i. Appointment of Frank Cooper to the Benton County Park Board ~ Position 7
- j. Transfer of Funds, Fund No. 1100, Dept. 000 for Two Rivers Park Boardwalk Project

Prosecuting Attorney

- k. Transfer of Funds, Fund No. 0010, Dept. 117 for Temporary Help

Public Works

- l. Amendment No. 1 w/State of WA County Road Administration Board for Rural Arterial Program for County Well Road

Purchasing

- m. Contract w/Continental Door Company LLC for Maintenance & Repair of Roll Up Doors @ Public Works Shops
- n. Amendment #1 to Contract w/Knutzen Consulting Engineering, PLLC for Engineering & Design Services for the Access Road to the Red Mt. Radio Tower Site

Scheduled Business

Benton-Franklin Health District Discussion on Public Health Kiosk

Healthy Living Program Manager, Kelly Lewis and Emergency Preparedness Manager, Joel Erickson

The BFHD Emergency Preparedness (EP) and Communicable Disease (CD) programs have been distributing COVID and Flu Tests to the community for the 2023-2024 respiratory illness season. Through the free tests we have been allocated from DOH, the EP program has been distributing over-the-counter (OTC) at-home COVID tests through a partnership with Mid-Columbia Libraries. Tests have been distributed to all 12 library branches, allowing BFHD to reach rural communities like Kahlotus, Basin City, and Connell. Since November, we have distributed over 3,000 COVID tests to Mid-Columbia Libraries. The CD program has distributed over 300 Point-of-Care (POC) BD Veritor Triplex COVID/Flu A+B tests, 1,500 POC COVID tests, and 3,000 OTC At-home COVID Tests to Long-term Care Facilities, Adult-Family Homes, Skilled Nursing Facilities, and community clinics.

One of the challenges we have is staffing capacity to support community COVID testing. While many LHJs continue to have staff dedicated to providing COVID testing support and coordination, we do not. Additionally, the DOH at-home testing program ended on January 31, 2024, which has reduced our ability to provide COVID tests to the community. Continuing to provide testing resources to the community through the "Test and Go Kiosk" would be a solution to both challenges. The kiosk would provide free and low barrier COVID and flu testing to the community.

The kiosk will be 50% stocked with COVID test kits. The other 50% of the kiosk space creates an opportunity to distribute community health supplies, such as naloxone, wound care, hygiene products and other health supplies to the community. Making these additional supplies available to the community 24 hours a day is an important prevention strategy. For example, providing naloxone to community members has the potential to save lives. Current local data indicate that while overdose deaths are rising, ED visits are decreasing. This suggests that community members who experience an overdose are not making it to the hospital in time to receive lifesaving care. Naloxone is a safe, easy to administer, and effective way to reverse opioid overdose. Naloxone kits provided by BFHD include educational information useful for people who use drugs to reduce risk and provide access to resources.

Commissioner Alvarez had questions related to the possibility of members of the public overusing the vending machine.

Commissioner McKay asked about the accessibility of security cameras.

MOTION: Commissioner Delvin moved to allow the Benton-Franklin Health District to place a Public Health Kiosk on the outside of the Health District building. Commissioner McKay seconded and upon vote, the motion carried as presented.

Auditor's Office Reorganization

Auditor, Brenda Chilton

This is a continuation of the Auditor's Office reorganization and is budget neutral. Position 51559 (Office Assistant I) is vacant effective 05/24/2024 and will end July 1, 2024. Position 51160 (Office Assistant II) will end July 1, 2024. An Administrative Assistant Position 51313 (Non-Bargaining, Grade 15) and an Accounting Assistant IV Position 51948 (Courthouse, Grade 6) will be added effective July 1, 2024. Both added positions are current job classifications. Baseline salary funds will be re-allocated to fund the remainder of added positions and no additional funding is needed. To

remain budget neutral \$52,949 will be decreased from the 2025/2026 budget baseline for 5142800.51905 (Temporary Help).

Commissioner Alvarez asked a clarifying question of the Human Resources Manager, Carlee Nave, to confirm the current wage and compensation study would not be affected by the change.

MOTION: Commissioner Alvarez moved to authorize the Budget Adjustment of the Auditor’s Office. Commissioner McKay seconded and upon vote, the motion carried as presented.

First Amended Contract with Bouten Construction for the Columbia Valley Center for Recovery

Director of Operations and Capital Assets, Robert Blain and Deputy County Administrator, Matt Rasmussen

On March 24, 2023, Benton County received approval from the Capital Projects Advisory Review Board (CPARB) to use the Progressive Design Build process for the Columbia Valley Center for Recovery Project. The County, through a selection process, selected and awarded the project to Bouten Construction Company on August 22, 2023, resolution 2023-599. A contract was executed on September 19th, 2023, resolution 2023-655, starting the validation phase of the project. Bouten Construction Company has completed the Validation Phase of the project and provided the required Validation Report. A contract amendment has been negotiated and has been prepared for Board execution commencing Phase 1 of the project. The amendment has been reviewed and approved as to form by the Deputy Prosecuting Attorney and signed by Bouten Construction Company.

MOTION: Commissioner Alvarez moved to approve the first amendment to the contract with Bouten Construction Company for the Columbia Valley Center for Recovery for the next phase of the project referred to as “Phase I - Design & Early Procurement”. Commissioner McKay seconded and upon vote, the motion carried as presented.

Grant Application with Dept. of Commerce for Solar Retrofit for Public Buildings

Director of Operations and Capital Assets, Robert Blain

The Washington State Department of Commerce has Clean Energy Grant Programs and has grant money available to support the planning, design, and construction of clean energy projects. Solar energy retrofits for public building is one of the projects that qualifies for the grant application and would also meet the requirements for the Clean Buildings Act. The Director of Operations and Capital Programs recommends submitting four (4) Valley Center for Recovery and the Fairgrounds. There is up to \$3,000,000.00 available for each agency and would require a five (5%) match of County Funds for the projects.

The Director of Operations and Capital Programs recommends submitting an application for funding to the Washington State Department of Commerce for a solar energy retrofit of County owned buildings for up to \$3,000,000.00, with a five (5%) match of County funds. The grant will need to be applied for and signed electronically and therefore the Director of Operations and Capital Programs is requesting authorization to sign the application on behalf of the County at the time of application.

Commissioner McKay asked a clarifying question in relation to this helping meet the new state energy code.

Commissioner Alvarez commented on the return of investment related to the 5% match and 95% grant monies.

MOTION: Commissioner Alvarez moved to approve the Director of Operations and Capital Programs to apply for up to four grants with the Department of Commerce for solar retrofit of public buildings and execute the applications digitally. Commissioner McKay seconded and upon vote, the motion carried as presented.

Other Business

Lineage Logistics Letter regarding the Finley Fire Community Development Coordinator, Greg Wendt

Commissioner McKay, Greg Wendt, and Building Manager, Brad O'Brien attended a Town Hall in Finley on May 29th regarding the Lineage Logistics Cold Storage fire. The goal of the letter is to summarize the urgency of ensuring the fire gets put out. It is also to let Lineage Logistics know that the activities related to the fire cleanup are exempt from the County Ordinance related to noise so it wouldn't inhibit them to have 24/7 clean up rotations.

Commissioner McKay commented on the Health District's support and his frustration with the slow cleanup. He also asked Joel Erickson, BF-Health District, about the potential for more masks and filters being delivered by the state. He also mentioned that he had communication with officials at the state level.

MOTION: Commissioner McKay moved to approve the sending a letter to Lineage Logistics encouraging an expedited cleanup at their site in Finley. Commissioner McKay seconded and upon vote, the motion carried as presented.

Review HCA 1115 Wavier

Chief of Corrections, Robert Guerrero and Juvenile Probation Manager, David Wheeler

Health Care Authority (HCA) has implemented the 1115 waiver regarding 90-day reentry in county jails and juvenile detention facilities. To participate in this program letters of intent were required to be sent in prior to June 1, 2024. Both Juvenile detention and corrections have submitted letters of intent to participate in the 1st cohort. Funding is based on the size of each facility, Juvenile detention will receive up to 1 million dollars to participate, and corrections will receive up to 1.5 million dollars. Each department will also receive up to 1 million dollars for IT funding to implement an electronic health record platform. Funds will be distributed as milestones are met.

Commissioner Delvin clarified the continued Medicare dollars for patients.

MOTION: Commissioner McKay moved to approve continued participation with the first cohort of the HCA 1115 Wavier. Commissioner Alvarez seconded and upon vote, the motion carried as presented.

Schedules for June

Commissioner Delvin shared that he will be attending the Citizens Committee on Pipeline Safety and will not be present at the June 11th meeting. Commissioner McKay will be unavailable to meet the following week, June 18th as well as the week of 4th of July. Commissioner Alvarez will be attending the June 18th meeting remotely.

Executive Session Review Qualifications of an Applicant for Public Employment

Chief of Corrections, Robert Guerrero

The Board went into executive session at 9:49 a.m. for up to 5 minutes with Chief of Corrections, Robert Guerrero and Human Resources Manager, Carlee Nave. Also present were Jerrod MacPherson, Matt Rasmussen, and Amanda Pearson.

The Board came out at 9:54 a.m. No decisions were made in executive session.

MOTION: Commissioner Alvarez moved to Salary Request form for Angie Gilmour. Commissioner McKay seconded and upon vote, the motion carried.

Accounts Payable

Check Date: 5/24/2024

Warrants #: 257027-257336
Total of all Funds: \$3,334,035.52

EFT's #: 918-926
Transfers #: 1918, 1922-1925, 1930-1933, 1935, 1937-1938, 1940-1941, 1943, 1945, 1947-1963
Total of all Funds: \$129,419.03

Resolutions

- 2024-0379 Transfer of Funds, Fund No. 3050, Dept. 000 for Road Fund Services
- 2024-0380 Appointment of Alexa Sollars to the Benton County Mosquito Control Board
- 2024-0381 Declaration of Surplus Property
- 2024-0382 Purchase Agreement Amendment w/Bob Barker Company, Inc. for Inmate Supplies
- 2024-0383 Appointment of Evan Carlisle to the Benton County Civil Service Commission
- 2024-0384 Contract w/WA State Health Care Authority for Drug & Alcohol Prevention; Amending Resolution 2023-587
- 2024-0385 Appointment of Michael LeCompte to the Benton County Park Board ~ Position 4
- 2024-0386 Appointment of Frank Cooper to the Benton County Park Board ~ Position 7
- 2024-0387 Transfer of Funds, Fund No. 1100, Dept. 000 for Two Rivers Park Boardwalk Project
- 2024-0388 Transfer of Funds, Fund No. 0010, Dept. 117 for Temporary Help
- 2024-0389 Amendment No. 1 w/State of WA County Road Administration Board for Rural Arterial Program for County Well Road
- 2024-0390 Contract w/Continental Door Company LLC for Maintenance & Repair of Roll Up Doors @ Public Works Shops
- 2024-0391 Amendment #1 to Contract w/Knutzen Consulting Engineering, PLLC for Engineering & Design Services for the Access Road to the Red Mt. Radio Tower Site
- 2024-0392 Transfer of Funds, Fund No. 0010, Dept. 102 for Auditor Reorganization
- 2024-0393 First Amendment with Bouten Construction Inc. for the Columbia Valley Center for Recovery Project
- 2024-0394 Authorizing the Director of Operations and Capital Programs to Apply for and Sign the Grant Application with the Department of Commerce for Solar Retrofit for Public Buildings

There being no further business before the Board, the meeting adjourned at approximately 9:54 a.m.

Clerk of the Board

Chairman