



MINUTES – January 18, 2024 - 7:30 AM
BENTON COUNTY EMERGENCY SERVICES EXECUTIVE BOARD
SPECIAL MEETING
Benton County Emergency Services ~ 651 Truman Avenue
Richland, WA 99352

Call to Order

The meeting was called to order at 7:30 a.m. by Chair Jon Amundson.

Attendance

Members

Michael Alvarez <i>Remote</i>	Benton County (2 Votes)
Mike Gonzalez <i>Remote</i>	Franklin County (2 Votes)
Lisa Beaton <i>Remote</i>	City of Kennewick (2 Votes)
Adam Lincoln <i>Remote</i>	City of Pasco (2 Votes)
Jon Amundson <i>Remote</i>	City of Richland (2 Votes)
Thomas Grego <i>(Remote in for Brent Gerry)</i>	City of West Richland (1 Vote)
Lonnie Click <i>(Arrived after roll)</i>	Benton County Fire Districts (1 Vote)

Absent

Thomas Glover/Jay King	City of Prosser (1 Vote)
Brent Gerry	City of West Richland (1 Vote)
Bill Reed	City of Benton City (1 Vote)
Duane Szendre	Benton PUD (1 Vote, Microwave Only)

Also Present: BCES Director Jay Atwood; SECOMM Manager Kim Lettrick; BCEM Manager Deanna Davis; BCES IS Manager Doug deGraaf; Accounting Specialist Jordan George; Administrative Assistant/Board Secretary Carole Cimrhakl

Other Attendees: Benton County Deputy Administrator Matt Rasmussen *(Remote)*; Benton County Sheriff Commander Mat Clarke *(Remote)*; Richland Assistant City Manager Drew Florence *(Remote)*

Approval of Agenda

Public Comments

There were no public comments.

Approval of Consent Calendar

Director’s Report

Items of Business

Benton County Emergency Services (BCES)

- I. Red Mountain Radio Site Contractor Bid Authorization – Approval
Several bids for construction on top of Red Mountain were received. Construction includes the shelter installation, construction of the tower and installation of all equipment. The successful bid came from Summit Solutions Group, LLC. We are looking for the Board’s

approval to award the contract and get construction started as soon as possible.

ADAM LINCOLN MOVED AND MICHAEL ALVAREZ SECONDED THE MOTION TO AUTHORIZE RICHLAND CITY MANAGER/BENTON COUNTY EMERGENCY SERVICES EXECUTIVE BOARD CHAIR JON AMUNDSON TO SIGN AND EXECUTE THE CONSTRUCTION CONTRACT WITH SUMMIT SOLUTIONS GROUP, LLC IN THE AMOUNT OF \$940,121.19 INCLUDING CHANGE ORDERS NOT TO EXCEED 10% OF THE TOTAL CONTRACT AWARD AS NEEDED TO COMPLETE THE PROJECT. ALL WERE IN FAVOR. MOTION CARRIED 12-0.

Benton County Emergency Management (BCEM)

Southeast Communications Center (SECOMM)

800MHz System

Benton County Microwave System

Discussion Items

Announcements

Road construction is ongoing and remains on schedule even as work has been delayed recently due to weather conditions. Although not completed, the road is passible at this time. We hope to have the contractor on site by February 1st.

BCES IT Manager Doug deGraaf and Adcomm Engineer John Conley are traveling to Shreveport Louisiana next week to inspect the shelter. Once the inspection is complete, the shelter will be packaged and shipped to Richland. All site equipment has been received from Motorola.

Benton County Public Works Manager Robert Blain and BCES Executive Director Jay Atwood did a radio spot on KONA yesterday morning (January 17th) to inform the public about the project.

The regularly scheduled BCES Executive Board Meeting will be held next week in the Richland Council Chambers.

Adjournment

The meeting adjourned at 7:39 a.m.

APPROVED:



Jon Amundson, BCES Executive Board Chair

Date Approved: January 25, 2024

ATTEST:

Carole Cimrhahl

Carole Cimrhahl, BCES Board Secretary

Date Published: February 8, 2024