

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 27, 2015

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15 COUNTY COMMISSIONERS

Chairman Dozier

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

RECESS.

9:30 COUNTY COMMISSIONERS

- a) Declarations re: conflict of interest
- b) Pledge of Allegiance
- c) Public comment period (time limitations may be imposed)

PLEASE NOTE: If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.

d) Action Agenda Items:

- 1) Review submitted Employee Payroll Action Forms

e) Consent Agenda Items:

- 1) Resolution _____ - Minutes of County Commissioners' sessions of April 20 and 21, 2015
- 2) Resolution _____ - Approving out of state travel for County Commissioner James K. Johnson *page 2*
- 3) Resolution _____ - Authorizing additional imprest cash petty cash funds for the Walla Walla County Fair *page 3*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING OUT
OF STATE TRAVEL FOR COUNTY
COMMISSIONER JAMES K. JOHNSON

RESOLUTION NO.

WHEREAS, Walla Walla County Commissioner James K. Johnson will be traveling to Las Vegas, Nevada with a contingent of local elected and appointed officials to attend the ICSC (International Council of Shopping Centers) RECon (Retail Real Estate Convention) May 17-20, 2015 and meet with developers, marketing specialists, and other economic-development related vendors to promote new businesses being located to Walla Walla County; and

WHEREAS, the Port of Walla Walla, as the economic development organization for Walla Walla County, will be paying the registration fees and airfare for the travel to and from this event; and

WHEREAS, pursuant to County policy, an Employee Travel Authorization form has been submitted; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that out of state travel for County Commissioner James K. Johnson be approved as outlined above.

BE IT FURTHER RESOLVED that additional time related to said travel to or from said event, if needed, is also approved.

BE IT FURTHER RESOLVED that any personal travel costs shall be the responsibility of Mr. Johnson.

"Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent."

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF AUTHORIZING
ADDITIONAL IMPREST CASH
PETTY CASH FUNDS FOR THE
WALLA WALLA COUNTY
FAIRGROUNDS

RESOLUTION NO.

WHEREAS, Walla Walla County Resolution 07 004 formalized the establishment and/or amounts of certain petty cash funds that were being utilized by county offices and departments; and

WHEREAS, for Fund 118, the Walla Walla County Fair/Fairgrounds, a "Fair Ticketing" petty cash balance of \$500 was one of the petty cash funds authorized; and

WHEREAS, after discussions with County Treasurer Gordon Heimbigner and County Auditor Karen Martin, interim Fairgrounds Manager Daryl Hopson has advised of the need for an additional sum of \$4,500, which sum will be imprest cash, to be approved for petty cash funds, for a total of \$5,000; and

WHEREAS, said \$4,500 will be held as a compensating balance in the department's checking account, to offset processing fees charged by the credit card companies and ensure sufficient funds to cover said fees; and

WHEREAS, at least monthly the fees will be reimbursed to the appropriate checking account for an accounting and record of the credit card fees; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they shall approve the request for the additional sum of \$4,500 in petty cash/imprest cash, as outlined above, to assist with accounting in the county's EDEN financial system and for Fair financial reporting an auditing purposes.

"Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent."

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

COUNTY COMMISSIONERS (continued)

e) Consent Agenda Items (continued):

- 4) Execute Separation and Release Agreement (DeRuwe)
- 5) County warrants as follows: 4162857 through 4163076 totaling \$893,015.43
- 6) Payroll action and other forms requiring Board approval

f) Action Agenda Items:

- 1) Resolution _____ - Creating a new voting precinct, Cottonwood Precinct No. 14-07

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- g)** Miscellaneous business to come before the Board
- h)** Review reports and correspondence; hear committee and meeting reports
- i)** Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF
CREATING A NEW VOTING
PRECINCT, COTTONWOOD
PRECINCT NO. 14-07**

RESOLUTION NO.

WHEREAS, pursuant to RCW Chapter 29A.16.040, the county legislative authority of each county in the state shall divide the county into election precincts and establish the boundaries of the precincts; and

WHEREAS, as a result of the annexation by the City of Walla Walla in 2014 of certain properties from an area previously designated as part of Walla Walla County, said annexation identified as the "Pipeline Annexation" by the City, the need has arisen to either assign 439 voters from the County's Prospect Point Precinct to an existing City Precinct or to create a new City Precinct; and

WHEREAS, Walla Walla County Auditor Karen Martin provided information to the Board of County Commissioners, as the county legislative authority, on this subject during open, public meetings of the Board on April 13 and April 20, 2015 and identified two options, Option 1 to assign the annexed area to the Monroe District, which will increase the numbers of voters in that district from 882 to 1,321, or Option 2, to create a new city precinct for the 439 voters in the annexed area, with precinct name and number to be determined; and

WHEREAS, pursuant to RCW 29A.16.050, a legal description for the proposed new precinct, and revised legal descriptions for the Marcus, Monroe, and Prospect Point precincts, were submitted to the Board for review on April 20, 2015 as part of the presentation by the county auditor, in that the latter three precinct legal descriptions were impacted to some degree by the annexation; and

WHEREAS, after discussions on April 13 and 20, 2015 the consensus of the Board was to create a new city precinct, to be known as Cottonwood Precinct 14-07, said precinct number assigned by the county auditor; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that Cottonwood Precinct No. 14-07 is hereby created, and the legal description as prepared by the County Auditor's office for the new precinct is hereby approved and adopted effective immediately as of this date, April 27, 2015.

BE IT FURTHER RESOLVED that the revised legal descriptions for the Marcus, Monroe, and Prospect Point precincts shall also be approved and adopted effective this date.

BE IT FURTHER RESOLVED that these precincts, as created and/or revised as a result of the above-referenced annexation, shall be in effect for Walla Walla County elections starting in 2015.

BE IT FURTHER RESOLVED that modifying the voter precincts will not result in any substantive changes to the 2015 election; the creation of the new voting precinct will not affect the congressional district, legislative district or district of the legislative authority that the voters were in.

BE IT FURTHER RESOLVED that the precinct maps are adjusted for the year 2015 in accordance with the attached maps and legal descriptions.

*"Passed this **27th day of April, 2015** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent."*

Attest:

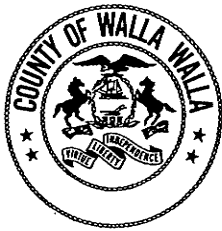
9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

a) Department update and miscellaneous

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WALLA WALLA COUNTY
Technology Services Department

Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

April 27, 2015

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

N/A.

Components (Main infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Network

- No issues

Other Projects

- **Budget /Assets**
 - Working on budget prep – setting up new budget spreadsheets and starting to collect info for costs.
 - Inventory winding down. Only a few departments to finish up with then some verification.
 - Starting to pick up more deployments of PC's – Clerks office is next
- **Text Messaging**
 - Texting (and instant messaging) to accomplish agency business was a hot topic at our conference
 - We were already working on solving the issue and we were ready to deploy an application to capture text messages until Microsoft deployed Skype for Business.
 - We are going to test that application for 90 days.
 - We will need to create a policy around texting etc., outlining how/when it should be used.
 - Should not be deployed to avoid email.
- **Surplus 2015 #1**
 - Sent a request to BoCC to start the process for the first surplus of the year
- **Security Camera's**
 - Three options (No update – have been shorthanded – **Will look again when Facilities is staffed as well. We need them to pull wires etc.)**
 - Enterprise – One system controlled by SHE department
 - Local – Multiple small systems controlled by departments

- Mix – small local systems for departments with some enterprise for things like stairways or outside cameras
- **Community Development**
 - Software upgrade
 - Will require deployment of iPads
 - ADP sent to commissioners
 - Technically we are set to provide access for the configuration.
- **New Data Storage Servers**
 - In place, on line and ready to start testing/moving data (scheduled for 4/25/15)
 - Hoping to be done by the first part of the week beginning 4/27/15
- **Fairgrounds**
 - Looking at moving the server location (No movement yet)
 - May require power and cooling
 - Meeting with Craig Strange this week to look at options
 - Looking at WiFi for Exhibitors office and maintenance shop
 - Daryl will be working with the fair board for approval
- **Clerk's Office**
 - No longer an early adopter
 - Will return to converting Clerks info to a local application. (In progress as time allows)
- **Superior Court 1-2 Updates**
 - Wiring is done
 - JAVS order has arrived – scheduled install week of May 18
 - PC's are here and ready to deploy
- **Public Record Requests Last 2 Weeks**
 - 6 = Requests received
 - 3 = Forwarded to departments
 - 3 = Completed
 - 3 = Total Open
 - 3 = Being handled by the PRO
 - Records Retention Training – being developed as time allows
 - Software – All laptops now have the image
 - Will need to find some slack time to start training
 - First session will be only a few people

Definitions

PAV=Potential Archival Value

AOC=Administrative Office of the Courts

PRO=Public Records Officer

USB=Universal Serial Bus

DOL=Department of Licensing

RFP=Request For Pricing

GIS=Geographic Information Systems

EOL=End of Life

JCDA=Joint Community Development Agency

W7=Windows 7

W10=Windows 10

OS=Operating System

JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System

AV-Audio/Visual

WiFi-Wireless network connectivity (Wireless Fidelity)

10:00

COUNTY COMMISSIONERS

a) Public Hearing:

- 1) To consider amendments to Walla Walla County Code as follows:
Modifying Chapter 8.32, revising the health department fee schedule

b) Action Agenda Item:

- 1) Ordinance 431 - An Ordinance Amending Walla Walla County Code Chapter 8.32, Revising the Health Department Environmental Health Fee Schedule

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**BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON**

ORDINANCE NO. 431

AN ORDINANCE AMENDING WALLA WALLA COUNTY CODE CHAPTER 8.32, REVISING THE HEALTH DEPARTMENT ENVIRONMENTAL HEALTH FEE SCHEDULE.

Whereas, the Walla Walla County Department of Community Health has reviewed its food service sanitation regulations, and determined that the regulations need to be updated; and

Whereas, the Walla Walla County Department of Community Health has reviewed its fee schedules; and

Whereas, the Walla Walla County Department of Community Health has studied the cost of processing such applications and providing related services; and

Whereas, it is the desire of Walla Walla County to charge fees to partially offset the actual cost to the County of processing such applications and providing related services;

NOW THEREFORE,

BE IT ORDAINED, by the Walla Walla County Board of County Commissioners that:

Section I. The Board of County Commissioners Makes the Following Findings of Fact:

1. The revised Health Department fee schedule, at Walla Walla County Code (WWCC) Chapter 8.32, is based on the costs of processing various permits, reviews, inspections and other Department of Community Health activities.
2. Notices of a Public Hearing were published in the Waitsburg Times on April 16, 2015.
3. The Board of County Commissioners held a public hearing on April 27, 2015 for the purpose of receiving testimony on the proposed revisions.

Section II. The Board of County Commissioners Makes the Following Conclusions of Law:

1. The County has reviewed and evaluated comments received from the public.

2. The fees established by the revised Health Department Fee Schedule, at WWCC Chapter 8.32, are fair and commensurate with the services provided.

Section III. Amendments to Walla Walla County Code Chapter 8.32. The amendments to Walla Walla County Code Chapter 8.32, are **adopted** as presented to the Board of County Commissioners on this date as attached in Exhibit A.

Section IV. Effective Date and Savings. This ordinance is effective as of the date of signing.

Section V. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section VI. This ordinance will be published by an approved summary consisting of the title.

PASSED by the Walla Walla County Board of County Commissioners in regular session at Walla Walla, Washington, then signed by its membership and attested by its Clerk in authorization of such passage this 27th day of April, 2015.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

Approved as to form

Jesse D. Nolte, Deputy Prosecuting Attorney

Exhibit A

CHAPTER 8.32 - HEALTH DEPARTMENT FEE SCHEDULE

8.32.010 - Establishment of schedule.

8.32.020 - Sewage program fees.

8.32.040 - Food program fees.

8.32.050 - Solid waste program fees.

8.32.070 - Plat review fees.

8.32.080 - Primary and secondary school inspection and plan review fees.

8.32.090 - Public swimming pool and spa inspections.

8.32.010 - Establishment of schedule.

The Walla Walla board of county commissioners acting as the Walla Walla County board of health ordains that the fee schedule set out in this chapter be established for the environmental health services of the Walla Walla County Department of Community Health department.

8.32.015 – General Conditions.

A. Any permitted establishment that has an outstanding balance with the Department of Community Health Health Department must pay all fees before a renewal permit can be issued. Example: A food establishment is assessed a fee for a follow-up inspection but fails to pay that fee and renewals are sent out for the next year. That establishment will not receive a renewal permit until all fees are paid.

B. Miscellaneous Program Fee:

A charge of \$100.00 per hour after the first hour with a minimum charge of \$100.00 will be assessed to any Environmental Health Program that does not have a per hour rate already assigned to it or if work in a program goes beyond what the normal fee covers. For Example: A customer is proposing a new composting facility and review of the application takes five hours instead of three hours. The customer would then be charged for an additional two hours of review time because the permit review fee for a new composting facility gives a three hour allowance for review of the application.

8.32.020 - Sewage program fees.

Sewage program fees shall be as follows:

- A. Septic tank permit—New system~~\$700.00~~ \$875.00
- B. Septic tank permit—Major replacement (total system or drainfield)~~325.00~~ \$500.00
- C. Septic tank permit—Replacement of septic tank only \$100.00
- D. Greywater subsurface irrigation installation permit:
 - 1. Tier 1~~215.00~~ \$400.00
 - 2. Tier 2~~215.00~~ \$400.00

3. Tier 3~~215.00~~ \$400.00
- E. Shop septic system up to 100 lineal feet of drainfield~~400.00~~ \$250.00.
- F. Bedroom addition to an existing septic system up to 100 lineal feet of drainfield~~400.00.~~ \$250.00
- FG. Septic tank permit ~~H~~holding tank or pit privy~~215.00~~ \$300.00
- GH. Septic tank permit fees will be doubled for any person who fails to obtain a septic permit when required.
- HI. Sewage system cleaner's license—Initial160.00
- IJ. Sewage system cleaner's license—Annual renewal110.00
- JK. Sewage system installer's license—Initial215.00
- KL. Sewage system installer's license Annual renewal110.00
- LM. Miscellaneous sewage program work, including test holes not included in a current permit application process and more than one follow-up compliance inspection, shall be charged at the rate of \$100 per hour with a minimum charge of \$100.00 per follow-up. Charges after the first hour will be calculated in ¼-hour increments.
- MN. For properties that are applying for a medical/personal hardship for temporary placement of a mobile/manufactured home, as determined by the Walla Walla County Joint Community Development Department Agency, the on-site sewage permit shall be \$215.00.

8.32.035 – Food service risk factors and categories

A. Risk factors are the following:

1. *Bare Hand Contact*: Potential for bare hand contact with ready-to-eat foods.
2. *Cold Holding*: Cold holding of potentially hazardous foods.
3. *Hot Holding*: Hot holding of potentially hazardous foods.
4. *Cooking*: Cooking of potentially hazardous foods (does not include heating commercially, pre-cooked foods).
5. *Cooling*: Cooling of potentially hazardous foods.
6. *Reheating*: Reheating of potentially hazardous foods for the purpose of hot holding.
7. *Produce Washing-Preparation*: Washing and/or cutting produce to serve as a ready to eat food.
8. *Highly Susceptible Population*: Establishment primarily serves a population at a higher risk of foodborne illness (pre-school age children, senior citizens).
9. *Consumer Advisory*: Has or needs a consumer advisory for undercooked potentially hazardous foods.
10. *Time as a Control*: When a food establishment replaces hot or cold holding with time as a control for a food item.

One point will be awarded for each risk factor associated with the menu of foods served. The total number of points awarded will determine the classification of the food establishment.

Food service categories are based on the nine risk factors:

1-3 points – Category 1

4-6 points – Category 2

7 or more points – Category 3

8.32.040 - Food program fees.

Food service fees are on a per year basis unless otherwise noted. Food program fees shall be as follows:

A. Restaurants:

- Category 1\$500.00
- Category 2575.00
- Category 3750.00

B. Grocery Stores:

- Category 1275.00
- Category 2500.00
- Category 31150.00

C. Mobile and vending food units:

- Category 1185.00
- Category 2300.00
- Category 3500.00
- Seasonal (6 months or less) Mobile Category 1100.00
- Seasonal (6 months or less) Mobile Category 2150.00
- Seasonal (6 months or less) Mobile Category 3250.00

D. Bars, taverns, wineries:

- Category 1185.00
- Category 2350.00
- Category 3560.00

E. Bed & breakfast kitchen185.00

F. Concession Stand/Snack Bars:

1. Commercial270.00
2. Seasonal commercial (6 months or less)135.00
3. Concession fees for non-profit organizations shall be one-half the commercial rate.

G. Food handler's cards:

1. Food worker cards (fee mandated by WAC 246-217-025)10.00
2. Reprint of lost food worker card5.00

H. Temporary Food Establishments (operating 21 days or less):

1. ~~Commercial temporary food service selling potentially hazardous food (certain potentially hazardous foods may be exempted from this category by the health officer)~~60.00 Category 1 temporary food service permit \$35.00 + 10.00 per day

2. ~~Commercial temporary food service selling non-potentially hazardous food ... 25.00~~ Category 2 temporary food service permit \$75.00 + 10.00 per day
 3. Temporary food service fees for non-profit organizations shall be one-half of the commercial rates.
 4. Temporary food service multi-event fee multiple permits applied for and paid 14 days or more before first event shall be 85 percent of regular total fee.
 5. Food establishments that have a current food service permit as specified in subsections A—D of this section shall receive a 75 percent fee discount for single event that they are participating in. This fee reduction shall not apply to those applying for the Farmers Market, Temporary Events that recur for more than 21 days or any other discount.
 6. Temporary and re-occurring temporary food vendors operating without a valid food service permit will be closed until all fees are paid and be charged an operating without a permit fee.
 7. Temporary establishments which operate without a valid permit shall be charged a 50-percent service fee in addition to the normal permit fee. Permit discounts will not apply.
- I. Temporary food establishments (recurring more than 21 days, for Farmers Market or other occasions where a temporary food vendor is at the same event that recurs for 21 days or more).
1. Category 1 permit...~~80.00~~ \$100.00
 2. Category 2 permit...~~135.00~~ \$150.00
- J. Special Considerations:
1. For permanent non-seasonal establishments, new food permits issued after March 31st shall be charged 75 seventy-five of the normal permit fees listed above, after June 30th shall be charged 50 percent of the normal permit fees listed above, and after September 30th shall be charged 25 percent of the normal permit fees listed above. New food permits issued after November 30th shall be charged 100 percent of the next year's fee and will be effective from the opening date through the next calendar year. Discounts do not apply to permanent non-seasonal establishments operating without a valid food service permit.
 2. Permanent non-seasonal food establishments can request to obtain a nine-month permit. The nine-month permit shall be 75 percent the original food service permit fee and can only be granted as long as the business does not have any past due fees for their annual food service permit. The food establishment must make arrangements with the regulatory authority two weeks before the current year's permit expires.
 3. A permanent non-seasonal food service establishment can apply for a split in its food service fee. The split fee allows a food establishment to pay 50 percent of its food service permit before December 31st, and the remainder of its permit fee by July 1st, with an additional \$50.00 processing fee. The processing fee will be waived if the food establishment voluntarily pays the remainder of its food service fee before the reminder notice is sent on June 1st. The food service establishment must apply for the special condition by December 15th. If the first fee is not paid by February 1st of the renewal year then the operating permit will be suspended and the establishment will be closed until the permit is renewed and the late fee is paid. If the second payment is not received by July 31st of the renewal year then the operating permit will be suspended and the establishment will be closed until the permit is renewed and the late fee is paid.

4. Food establishment owners that close their food establishment may receive a refund if requested by the owner: 50 percent for January – March 31st, 25 percent for April—June 30th. No refunds will be issued after June 30th.
5. Charitable non-profit organizations serving food to the needy are exempt from paying food service fees.
6. Food service fees for non-profit 501(c) (3), 501(c) (8), 501(c) (10), and 501(c) (19) organizations shall be one-half of the commercial rates. Discount does not apply to permanent non-seasonal non-profit establishments operating without a valid food service permit.
7. Food service plan reviews and miscellaneous food program work shall be billed at the rate of ~~\$60.00~~ \$70.00 per hour, with a minimum charge of ~~\$60.00~~ \$70.00. Charges after the first hour will be calculated in one-quarter-hour increments.
8. Establishments that require more than one follow-up compliance inspection shall be charged at the rate of \$60.00 per hour, with a minimum charge of \$60.00 per follow-up. Charges after the first hour will be will be calculated in one-quarter-hour increments.
9. Additional permit fees shall be charged for the following:
 - a. Existing permanent non-seasonal food service establishments that have not renewed their annual permit by January 1st of the renewal year shall be charged a 25-percent service fee, in addition to the normal permit fee. Existing permanent non-seasonal food service establishments not renewing their annual permit by February 1 of the renewal year shall have their operating permit suspended, and the establishment will be closed until the permit is renewed and the late fee is paid.
 - b. New establishments that begin operation without a valid permit shall be charged an additional 50 percent service fee in addition to the normal permit fee. Permit discounts will not apply.
 - c. ~~Temporary or~~ Seasonal establishments which operate without a valid permit shall be charged a 50-percent service fee in addition to the normal permit fee. Permit discounts will not apply.
 - d. If more than one Health Officer Order instructing the establishment to pay for their current year permit fees is sent to the establishment, that establishment must pay two and one-half (2.5) times the normal permit fee. Permit discounts do not apply.
10. Permanent non-seasonal food service establishments (subsections A through F) can receive a 25-percent discount on annual permit renewal if:
 - a. The food establishment has no critical items on the ~~past three~~ out of the past four consecutive food service inspection reports for inspections after June of 2012 and has an internal audit program.
 - b. The internal audit program must consist of the following but is not limited to just these items:
 - Compliance with required and approved processes; such as a HACCP plan.
 - Paying your annual food service permit renewal on time
 - Having instituted a self-auditing program specific to your establishment.This includes but is not limited to:

- Daily temperature monitoring of hot and cold potentially hazardous food items.
 - Employee health monitoring.
 - Proper cooling and reheating verification.
- c. The Health Officer may add additional items if determined necessary if the food establishment added a process or food item that requires additional tracking not mentioned above.
 - d. If the results of a November or December inspection make a food establishment eligible for a discount, the discount will not apply until the next following year's renewal cycle. For example, if an establishment receives, for a third consecutive time, no critical items on an inspection occurring in November or December of 2013, the discount may be received for the 2015 renewal, so long as the establishment receives no critical items on interim inspections before the 2015 renewal.
 - e. New establishments must have three routine inspections completed before any discount can be received.
11. Institutional kitchen evaluations (school and jail kitchens) shall be billed at \$100.00 per hour with a \$100.00 minimum fee.
 12. Daycare/childcare facilities shall be billed at \$60.00 per hour with a \$60.00 minimum fee.

8.32.050 - Solid waste program fees.

Solid waste program fees shall be as follows:

- A. Sanitary landfill New permit\$2,000.00
- B. Sanitary landfill Renewal~~500.00~~ \$750.00
- C. Composting site New permit \$300
- D. Composting sites Renewal200.00
- E. Other solid waste facilities/sites New permit500.00
- F. Other solid waste facilities/sites Renewal200.00

(Ord. No. 410, § III(Exh. C), 4-30-2012)

8.32.070 - Plat review fees.

Plat review fees shall be as follows:

- A. Short plat review~~\$160.00~~ \$200.00
- B. Long plat review~~\$325.00~~ \$400.00
- C. Boundary Line Adjustment~~60.00~~ \$100.00

8.32.080 - Primary and secondary school inspection and plan review fees.

Inspection and plan review fees for primary and secondary schools shall be as follows:

- A. Plan review and inspections shall be billed at the rate of 100.00 per hour with a minimum charge of \$100.00 Charges after the first hour will be calculated in one-quarter-hour increments.

8.32.090 - Public swimming pool and spa inspections.

Public swimming pool and spa inspection fees shall be as follows:

A. Operating permit fees:

1. General use swimming pool permit fee \$235/year
2. General use swimming pool permit fee—Seasonal175/year
3. Limited use swimming pool permit fee125.00/year
4. Limited use swimming pool permit fee—Seasonal85.00/year
5. General use spa permit fee125.00/year
6. General use spa permit fee—Seasonal85.00/year
7. Limited use spa permit fee85.00/year
8. Limited use spa permit fee—Seasonal60.00/year
9. Pool or spa facilities that require more than one follow-up inspection shall be charged at the rate of \$60.00 per hour, with a minimum charge of \$60.00 per follow-up. Charges after the first hour will be calculated in one-quarter-hour increments.
10. Additional permit fees shall be charged for the following:

Pool and spa permits shall be issued from May 1—April 30. Existing pools or spas that have not renewed their annual permit by May 1st of the renewal year shall be charged a 25 percent service fee in addition to the normal permit fee. Existing pools or spas that have not renewed their annual permit by June 1st of the renewal year shall have their operating permit suspended, and the pool or spa will be closed until the permit is renewed and the late fee is paid.

8.32.100 – Drinking Water Group B Water Systems

Group B Water System approvals and sanitary surveys fees shall be as follows:

1. Approval of a simple group B water system as defined in WAC 246-291-120(4)(a-e): \$400.00. An additional \$100 per hour will be charged for each additional hour in excess of four hours.
2. Group B water system requesting a variance: an additional \$150.00 will be added to the approval fee. An additional \$100 per hour will be charged for each additional hour in excess of one hour.
3. Group B water system requiring a Sanitary Survey due to bad test result: will be billed at a rate of \$100.00 per hour with a minimum charge of \$100.00

- a) PowerPoint presentation on
Mill Creek channel

b) **Consent Agenda Items:**

- 1) Resolution _____ - Request *Pg 20*
for reimbursable work from the City
of Waitsburg to prep and chip seal
certain streets
- 2) Resolution _____ - Signing *Pg 21*
an agreement for on-call geotechnical
engineering services with Shannon &
Wilson, Inc.
- 3) Resolution _____ - Signing *Pg 22*
an agreement for on-call material
testing services with Intermountain
Material Testing
- 4) Resolution _____ - Signing *Pg 23*
an agreement for on-call civil
engineering design services with
Anderson Perry & Associates, Inc.
- 5) Resolution _____ - Approving *Pg 24*
use of county roads for the Walla
Walla Multi-Sports Onion Man
Triathlon
- 6) Resolution _____ - Signing *Pg 25*
a Rural Arterial Program Project
Agreement for Construction
Proposal Amendment No. 1 for
Bussell Road Project
- 7) Execute Landowner Acknowledgement
form for grant application by Tri-State
Steelheaders for work in Mill Creek
Flood Control Zone District

- c) Department update and miscellaneous *Pg 26*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A REQUEST
FOR REIMBURSABLE WORK FROM
THE CITY OF WAITSBURG TO PREP
AND CHIP SEAL CERTAIN STREETS

}

RESOLUTION NO.

WHEREAS, the City of Waitsburg has submitted a Request for Reimbursable Work to prep and chip seal certain streets; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that said Request for Reimbursable Work for the City of Waitsburg be signed authorizing the Walla Walla County Department of Public Works to perform the following work:

Prep – West Third Street and Neal Lane

Chip Seal - West Third Street and Neal Lane

Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING AN
AGREEMENT FOR ON-CALL
GEOTECHNICAL ENGINEERING
SERVICES WITH SHANNON &
WILSON, INC.

}

RESOLUTION NO.

WHEREAS, geotechnical engineering services are required for various projects; and

WHEREAS, Walla Walla County does not have the personnel, expertise or equipment available to provide geotechnical engineering services for projects; and

WHEREAS, a consultant has been selected to provide On-Call Geotechnical Engineering Services for a period of two years; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners they do hereby enter into an agreement for on-call geotechnical services with Shannon & Wilson, Inc. and the Chair of the Board shall sign the same in the name of the Board.

Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING AN
AGREEMENT FOR ON-CALL
MATERIAL TESTING SERVICES
WITH INTERMOUNTAIN MATERIAL
TESTING

RESOLUTION NO.

WHEREAS, material testing services are required for various projects; and

WHEREAS, Walla Walla County does not have the personnel or equipment available to provide material testing for projects; and

WHEREAS, a consultant has been selected to provide On-Call Material Testing Services for a period of one year; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners they do hereby enter into an agreement for on-call material testing services with Intermountain Material Testing and the Chair of the Board shall sign the same in the name of the Board.

Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING AN
AGREEMENT FOR ON-CALL CIVIL
ENGINEERING DESIGN SERVICES
WITH ANDERSON PERRY &
ASSOCIATES, INC. }

RESOLUTION NO.

WHEREAS, civil engineering design services are required for various projects; and

WHEREAS, at times Walla Walla County does not have the staff available to complete design on unplanned projects that may occur during the year; and

WHEREAS, Walla Walla County does not have the staff or equipment to perform some of the required testing; and

WHEREAS, a consultant has been selected to provide On-Call Civil Engineering Design Services for a period of two years; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby enter into an agreement for on-call civil engineering design services with Anderson Perry & Associates, Inc. and the Chair of the Board shall sign same in the name of the Board.

Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF USE OF
COUNTY ROADS FOR THE WALLA
WALLA MULTI-SPORTS UNION MAN
TRIATHLON

RESOLUTION NO.

WHEREAS, Walla Walla Multi-Sports has requested permission to use the below listed Walla Walla County roads for the biking portion of triathlon event; and

WHEREAS, said triathlon will be held Sunday, May 24, 2015, between the hours of 9:00 am and 2:00 pm; and

WHEREAS, the event organizers have agreed to notify emergency services prior to the event for the necessary safety and emergency services information; and

WHEREAS, the event organizers shall provide traffic control, signage and flaggers in accordance with the approved Special Event Permit; and

WHEREAS, the event organizers have provided a certificate of insurance naming Walla Walla County as additional insured and have agreed to include Walla Walla County in their registration/release waiver; and

WHEREAS, the event organizers have provided a news release to the local newspapers announcing the event date; now therefore,

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that permission be granted to Walla Walla Multi-Sports to use the following County roads: Reservoir Road from the Corps office to North Tausick Way; from North Tausick Way to the Walla Walla Community College entrance; from that entrance along Campus Loop to Isaacs Avenue; along the Isaacs Avenue bike path to Mill Creek Road and turn onto 5 Mile Road; from there to Russell Creek Rd, and reversing the course for the return trip with a short out and back on Scenic Loop Road on Sunday May 24, 2015.

Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING A
RURAL ARTERIAL PROGRAM
PROJECT AGREEMENT FOR
CONSTRUCTION PROPOSAL
AMENDMENT NO. 1 FOR BUSSELL
ROAD PROJECT

RESOLUTION NO.

WHEREAS, Bussell Road is structurally deficient; and

WHEREAS, Bussell Road has been selected by the County Road Administration Board to receive additional project funds to reconstruct the road, and a Rural Arterial Program Project Agreement for Construction Proposal Amendment No. 1 has been offered to the county for these additional funds; now therefore

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, that they do hereby enter into said Agreement and the Chair of the Board shall sign same in the name of the Board.

Passed this 27th day of April, 2015 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

**Walla Walla County Public Works
PO Box 813
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 23 April 2015

Re: Director's Report for the Week of 20 April 2015

Board Action: 27 April 2015

Resolutions:

In the Matter of a Request for Reimbursable Work for the City of Waitsburg to Prep and Chip Seal Certain Streets

In the Matter of Signing an Agreement for On-Call Geotechnical Engineering Services with Shannon & Wilson, Inc.

In the Matter of Signing an Agreement for On-Call Materials Testing Services with Intermountain Material Testing

In the Matter of Signing an Agreement for On-Call Civil Engineering Design Services with Anderson Perry & Associates, Inc.

In the Matter of Use of County Roads for the Walla Walla Multi-Sports Onion Man Triathlon

ENGINEERING:

- Taumarson Road: Contractor installing storm system and excavating for retaining walls.
- Mill Creek Road Federal Highways: NEPA taking longer than anticipated; Right of way acquisition delayed until NEPA is complete. Construction now projected in 2017.
- Bussell Road: Plans and Specs complete. Additional construction funding allocated by CRAB.
- Blue Creek Bridge on Mill Creek Road: Waiting to obligate funds.
- Foster Road: Design almost complete.

DEVELOPMENT:

- Irongate final inspection this week.
- Tranche Road (private) improvements approved.

MAINTENANCE:

- Hiring truck driver for South District.
- North District scrubbing.
- South District crack sealing.
- Crews conducting routine maintenance.
- Training on new chip box.

ADMINISTRATION:

- Conducted monthly Leadership meeting.
- Attended TAC Meeting.
- Attended meeting with the City of College Place to discuss Whitman Drive Pathway

11:00

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
 - 1) Possible discussion/decision re: any pending claims against the County
- c) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))
- d) **Action Agenda Items:**
 - 1) Proposal 2015 04-27 DCH - Approval to hire Environmental Health Specialist I above salary range/step 26B level

11:30

COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business
to come before the Board

12:00

Recess

1:30

COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business
to come before the Board

- A D J O U R N -

Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.

Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.