

**A G E N D A**

**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**

**MONDAY, MARCH 9, 2015**

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**(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 March 2 and 3, 2015
  - 2) County warrants as follows: 4161275 through 4161486 totaling \$489,485.66 and 4161487 through 4161492 totaling \$24,251.29
  - 3) Payroll action and other forms requiring Board approval

**COUNTY COMMISSIONERS (continued)**

- f)** Discussion/possible decision re:  
appointment to fill a vacancy on the  
Rural Library Board of Trustees  
(continued from March 2, 2015)
- 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

9:45

**TECHNOLOGY SERVICES DEPARTMENT**

**Kevin Gutierrez**

**a) Department update and miscellaneous** pages 4-6



**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

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File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

February 23, 2015

To: Walla Walla County Board of Commissioners

Re: Department Update

**Issues/Information for the Board.**

None

**Components (Main infrastructure)**

**Hardware**

- No issues

**Software**

- No issues

**Security/Viruses**

- No issues

**Network**

- No issues

**Other Projects**

- **Budget /Assets**
  - All AOC equipment has been ordered, most of it is here waiting to be deployed
  - Servers here or ordered
    - Data storage – planning – everything is here. This will be a fairly big project. Hope to start into this project this week.
    - Fairgrounds – Done
    - Unity Call Manager Done (some cleanup to take place)
  - Fixed Asset inventory and department inventory in progress
    - Barcode scanner here and we are testing it out on the fly
    - Still finding a lot of equipment “stored” in departments
      - Basically these are items that are not turned in when replaced.
      - Being held on to “just in case”
  - Then we will create another replacement plan
  - Our budget prep season is coming up
- **Security Camera’s**
  - Three options (No update – have been shorthanded again)
    - 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
  - Enterprise – we should do an RFP – this will be pretty expensive

- Local – much cheaper
- Mix – keeps the cost down and gives control to departments for the areas they are concerned about.
- **Sheriff to New World**
  - Nothing to update
  - I did see on the ACCIS agenda that a regional project is slated for the Spokane area. I do not know any specifics at this time. New World is the vendor.
- **Fairgrounds**
  - All email now passes through the county Exchange Servers
    - New equipment – software deployed
  - Looking at moving the server location (No movement yet)
    - May require power and cooling
    - There is no cooling where it is currently located and gets quite warm
- **Emergency Management**
  - Install of WePresent (wireless A/V presentation system) will require setting up a separate wireless network.
- **Planning Department**
  - Removal of city data is in progress
  - Records have been successfully removed from a copy of the database and should be run on the live database on 3/6/15
- **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**
  - Expected wire to be delivered on 3/5/15
  - Doyle Electric will pull the wire – have an approved plan with the Auditor and Treasurer since those offices will be affected by drilling noise
  - JAVS ordered
  - PC's are here and ready to deploy
  - JAVS and EVCO are conversing so that there is a clear understanding of how audio and video signals will be passed between the AV gear.
  - Charter will be pulling in cable but not as part of the courtroom updates.
  - My only interest in Charter cable is the possibility of a redundant source of internet from the courthouse if the need should arise.
- **Public Record Requests Last 2 Weeks**
  - 3 = Requests received
  - 0 = Forwarded to departments (Auditor-Health Dept.)
  - 4= 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

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## 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**

10:00

**COUNTY FAIRGROUNDS**

**Daryl Hopson**

**a) Action Agenda Items:**

1) Proposal 2015 03-09 FAIR-1  
Approval to execute contracts  
associated with the 2015 Walla  
Walla Fair and Frontier Days

Pages 8-10

2) Proposal 2015 03-09 FAIR-2  
Signature authorization for Walla  
Walla County Fairgrounds Interim  
Director to execute contracts  
related to the rental of county  
owned fairgrounds property

Pages 11-12

**b) Fairgrounds update and miscellaneous**

10:15

**(No business scheduled here)**



# MEMO

Date: 3-5-15

Proposal ID. 2015 03-09 Fair - 1

To: BOCC

From: Daryl Hopson, Interim Fairgrounds Manager

Intent – Signature for 2015 Fair Contracts

Topic –Approval of various contracts with regards to the 2015 Fair

## Summary

Following is a listing of various contracts for the 2015 Fair.

Radios	Kids Day	Ticket Takers	Golf Carts
Fire and Medical Services	Hay and Straw	Pipe and Drape - Pavilion	VA (Pavilion labor)
Sheriff's Office (night cleaning crew)	Rodeo Stock	Rodeo Bullfighters (2)	Rodeo Timers (2)
Rodeo Music	Rodeo Timed Event Boss	Rodeo Barrel man	Rodeo Announcer
Mutton Busting Sheep	Rodeo Secretary	Rodeo Scoreboard	Rodeo Bleachers
Pavilion (Clothing and Food) Judges	Horse Judges	Poultry Judge	Dog Judges
Goat Judge	Beef Judge	Rabbit Judge	Sheep Judge
Swine Judge	Audio Service for grounds	Concert	Grounds entertainment
Concert sound/lighting	Parade sound	Carnival	Lawn and Stage Entertainment



**Cost**

All contracts negotiated to stay within Fair budget.

**Funding**

In Fair budget

**Alternatives Considered**

N/A

**Acquisition Method**

N/A

**Security**

N/A

**Access**

**Risk**

**Benefits**

**Conclusion/Recommendation**

Recommend that the BOCC authorize Daryl Hopson, Interim Fairgrounds Manager, to sign contracts referenced above for 2015 Fair after they are reviewed and approved by the Personnel/Risk Manager and the Prosecuting Attorney.

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Submitted By

Disposition

Daryl Hopson, 3/5/15 County Fairgrounds

Approved

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Name      Department      Date

Approved with modifications

Needs follow up information

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Signature

Denied

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BOCC Chairman

Date

**Additional Requirements to Proposal**

Modification

Follow Up

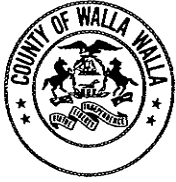
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# MEMO

Date: 3-5-15

Proposal ID. 2015 03-09 FAIR-2

To: BOCC

From: Daryl Hopson, Interim Fairgrounds Manager

Intent – Signature Authorization for Walla Walla County Fairgrounds Rental Agreements

Topic – Interim Fairgrounds Manager executing rental agreements for county owned Fairgrounds Property

## Summary

The Interim Fairgrounds Manager, Daryl Hopson, needs to execute rental agreements for Walla Walla County owned Fairgrounds property and he needs written authorization to do so. For record keeping purposes this Proposal gives Daryl Hopson, Interim Fairgrounds Manager, authority to execute rental agreements for the Walla Walla County owned Fairgrounds properties located in the general area of 9<sup>th</sup> and Orchard Streets, Walla Walla, WA.

## Cost

Revenue only

## Funding

N/A

## Alternatives Considered

N/A

## Acquisition Method

N/A

## Security

N/A

## Access

## Risk

**Benefits**

**Conclusion/Recommendation**

Recommend giving authority to Daryl Hopson, Interim Fairgrounds Manager to execute rental agreements for use of the Walla Walla County Fairgrounds.

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Submitted By

Disposition

Daryl Hopson, 3-9-15 County Fairgrounds

Approved

Name      Department      Date

Approved with modifications

Needs follow up information

Signature

Denied

---

BOCC Chairman

Date

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Additional Requirements to Proposal

Modification

Follow Up

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**a) Public Hearing:**

- 1) To consider declaring certain equipment and miscellaneous used parts as surplus.

**b) Action Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Declaring certain equipment and miscellaneous used parts as surplus Pages 14-15
- 2) Resolution \_\_\_\_\_ - Vendor bid award for two (2) used 8-10 yard tandem axle dump trailers Page 16

**c) Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Signing a Contract to Auction with Ritchie Bros. Auctioneers Inc. Page 17
- 2) Resolution \_\_\_\_\_ - Annual Certification of Road Fund Expenditures for Fish Passage Barrier Removal Page 18
- 3) Resolution \_\_\_\_\_ - Signing the Annual Certification 2014 for the County Road Administration Board Page 19

- d) Department update and miscellaneous Page 20**

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

**IN THE MATTER OF DECLARING  
CERTAIN EQUIPMENT AND  
MISCELLANEOUS USED PARTS  
AS SURPLUS**



**RESOLUTION NO.**

**WHEREAS**, the Board of Walla Walla County Commissioners, in accordance with Chapter 36.34 of the Revised Code of Washington, has the authority to sell certain equipment and miscellaneous used parts once declared surplus; and

**WHEREAS**, a public hearing determining the advisability of surplusing certain equipment and miscellaneous used parts was held on March 9<sup>th</sup>, 2015; and

**WHEREAS**, it is in the best interest of the public to declare surplus and dispose of the equipment and miscellaneous used parts listed on Attachment "A", which by this reference is made a part hereof; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said equipment and miscellaneous used parts are declared surplus.

**BE IT FURTHER RESOLVED** that the Public Works Department be directed to coordinate sale of said items, and publish notice of such sale as prescribed, which notice will set forth equipment and miscellaneous used parts to be sold, as listed in Attachment "A", together with the time and place of said sale.

*Passed this 9<sup>th</sup> day of **March, 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

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of Walla Walla County, Washington*

*Attachment "A"*

*Surplus Equipment - March 2015*

#1015 - 1979, Sander, Hi-Way S/N 66613

#1104 - 1988, Snow Plow, WAC S/N 17354

#1126 - 1990, Paint Striper, TMT S/N JNAME97J7LGF55566 License 12272C

#1133 - 1990, Snow Plow, ED-KA

#1212 - 2000, Snow Plow, Henke S/N 3624

#1204 - 1999, Loader, Front End, John Deere S/N DW624HX572185 License 49594C

#1211 - 2000, Snow Plow, Henke S/N 3625

#1218 - 2000, Chipspreader, Geffs S/N BMSMCALD6DH0032 License 56029C

#1232 - 2002, Truck, Dump, Mack, 8-12 cy S/N 1M2AD62C82M012195 License 61105C

#1237 - 1990, Mower, Ford S/N BC30703

#1246 - 2004, Broom, Mobile 350, Broce RJ S/N 403428

#1247 - 2004, Broom, Mobile 350, Broce RJ S/N 403429

Winch

Miscellaneous used parts and used tools

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

**IN THE MATTER OF A VENDOR'S  
BID AWARD FOR TWO USED 8-10  
YARD TANDEM AXLE DUMP  
TRAILERS**



**RESOLUTION NO.**

**WHEREAS**, Vendor quotes were due by 10:30 a.m. on Monday, March 2, 2015 for two used 8-10 yard tandem axle dump trailers, and the following bid was received by Walla Walla County:

- |   |             |
|---|-------------|
| 1) Star Transport Trailers, Inc.<br>Sunnyside, WA | \$15,000.00 |
|---|-------------|

**WHEREAS**, Star Transport Trailers, Inc. submitted the lowest responsive, responsible bid, now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that the bid award for purchase of said two used 8-10 yard tandem axle dump trailers is awarded to Star Transport Trailers, Inc. for \$15,000.00 not including tax.

*Passed this 9<sup>th</sup> day of **March, 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

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of Walla Walla County, Washington*



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

IN THE MATTER OF SIGNING  
A CONTRACT TO AUCTION  
WITH RITCHIE BROS.  
AUCTIONEERS INC.



RESOLUTION NO.

**WHEREAS**, certain county equipment has been declared surplus and it is proposed to dispose of said items by way of a public consignment auction; and

**WHEREAS**, Walla Walla County wishes to enter into a Contract to Auction with Ritchie Bros. Auctioneers Inc. to conduct the auction; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that pursuant to RCW 36.34, Ritchie Bros. Auctioneers Inc. shall conduct the sale of said surplus County property at an auction open to the public, Tuesday, March 31, 2015 in Pasco, Washington; and

**BE IT FURTHER RESOLVED** that, in accordance with RCW 36.34, the County Public Works Department, as the County Treasurer's designee, shall be instructed to prepare and post a "Notice of Sale" for said property.

Passed this 9<sup>th</sup> day of March, 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 ANNUAL  
CERTIFICATION OF ROAD FUND  
EXPENDITURES FOR FISH  
PASSAGE BARRIER REMOVAL



RESOLUTION NO.

**WHEREAS**, certain reporting forms are required to be submitted to the County Road Administration Board in order to maintain Walla Walla County's Certificate of Good Practice and eligibility for grants and state revenue; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that the Chair be authorized to sign the County Road Administration Board's Annual Certification of Road Fund Expenditures for Fish Passage Barrier Removal for budget year 2014.

Passed this 9<sup>th</sup> day of **March, 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 THE  
ANNUAL CERTIFICATION 2014  
FOR THE COUNTY ROAD  
ADMINISTRATION BOARD



RESOLUTION NO.

**BE IT HEREBY RESOLVED**, by this Board of Walla Walla County Commissioners that the Chair be authorized to sign the County Road Administration Board's Annual Certification for Calendar Year 2014.

Passed this 9<sup>th</sup> day of March, 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

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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: 4 March 2015

Re: Director's Report for the Week of 2 March 2015

**Board Action: 9 March 2015**

**Hearings:**

**In the Matter of a Surplus Hearing to Declare Certain Equipment and Miscellaneous Use Parts Surplus Resolutions:**

**In the Matter of Declaring Certain Equipment and Miscellaneous Use Parts Surplus**

**In the Matter of a Vendor Bid Award for two (2) Used 8-10 Tandem Axel Dump Trailers**

**In the Matter of Signing an Auction Agreement with Ritchie Bros. Auctioneers Inc.**

**In the Matter of Annual Certification of Road Fund Expenditures for Fish Passage Barrier Removal**

**In the Matter of Signing the Annual Certification 2014 for the County Road Administration Board**

**ENGINEERING:**

- **Taumarson Road:** Utilities continuing to relocate.
- **Mill Creek Road Federal Highways:** Second meeting scheduled with Ecology and USACE.
- **Mill Creek Road:** – Preliminary alignment almost complete.
- **Bussell Road:** Working on final ROW paperwork.
- **Russell Siding Bridge:** Initial stages of acquiring right of way.
- **Frog Hollow Safety Project:** Design 95% complete.
- **Pemberton Bridge on Barney Road:** Design almost complete. Working on ROW plans.
- **Cottonwood Road at Hood Road:** Survey Complete.
- **Foster Road:** Started initial survey.

**MAINTENANCE:**

- Crews conducting routine maintenance.
- Conducted tour with Commissioners Duncan to view John Pao property and discuss John's signing and property security concerns.

**DEVELOPMENT:**

- **Irongate:** Pouring curbs.
- Haul route agreement finalized for Port dredging project in Burbank.

**ADMINISTRATION:**

- Conducted monthly Foremen's meeting.

**10:45**

**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))

11:00

PERSONNEL/RISK MANAGER

Lucy Schwallie

- 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))

**11:15 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.*