

# A G E N D A

## WALLA WALLA COUNTY BOARD OF COMMISSIONERS

TUESDAY, SEPTEMBER 8, 2015

9:30

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) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) Public comment period (time limitations may be imposed)
- e) Introduction of new county employees and presentations  
(this is scheduled for the first meeting of each month)

**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.*

- f) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
- g) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Minutes of County Commissioners' proceedings for August 31 and September 1, 2015
  - 2) Resolution \_\_\_\_\_ - Proclaiming September 17-23, 2015 as Constitution Week 2015
  - 3) Resolution \_\_\_\_\_ - Appointment to the Walla Walla Fair and Frontier Days Board of Directors (Bly)
  - 4) Payroll action and other forms requiring Board approval
- h) **Action Agenda Items:**
  - 1) Proposal 2015 09-08 COMM Approval of use of county parking lot by Downtown Walla Walla Foundation

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

IN THE MATTER OF  
PROCLAIMING SEPTEMBER  
17-23, 2015 AS  
CONSTITUTION WEEK 2015

RESOLUTION NO.

**WHEREAS**, September 17, 2015 marks the two hundred and twenty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS**, September 17-23 each year has been designated as Constitution Week; and

**WHEREAS**, the Constitution is an enduring document, the product of passionate debate and complex compromise, crafted by a committee of just five men, yet it has charted America's course through vast growth and has served as the blueprint for democracy around the globe; and

**WHEREAS**, the Narcissa Prentiss Chapter of the National Society Daughters of the American Revolution (DAR) has requested that the Board of County Commissioners issue a proclamation in recognition and honor of America's most important document; and

**WHEREAS**, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation, and the patriotic celebrations which will commemorate the occasion; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby proclaim September 17-23, 2015 as Constitution Week 2015.

*"Passed this 8th day of September, 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*

# PROCLAMATION

**WHEREAS**, September 17, 2015, marks the 228th anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS**, The United States Constitution stands as a testament to the tenacity of Americans throughout history to maintain their liberties, freedoms and inalienable rights; and

**WHEREAS**, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation, as the Constitution is the basis for America's great heritage and the foundation for our way of life; and

**WHEREAS**, for more than two centuries, the Constitution has presided as the supreme law of the land, keeping our leaders true to America's highest ideals and guaranteeing the fundamental rights that make our country a beacon of hope to all peoples seeking freedom and justice; and

**WHEREAS**, this celebration of the Constitution was started by the Daughters of the American Revolution (DAR) when, in 1955, the DAR petitioned Congress to set aside September 17-23 annually to be dedicated for the observance of Constitution Week, with the resolution later adopted by the U.S. Congress and signed into public law on August 2, 1956, by President Dwight D. Eisenhower; and

**WHEREAS**, the Narcissa Prentiss Chapter of the National Society Daughters of the American Revolution has requested Walla Walla County Commissioners issue a proclamation in honor of Constitution Week; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby proclaim

## **September 17-23, 2015 as CONSTITUTION WEEK 2015**

in Walla Walla County, in honor of the 228th anniversary of the Constitution of the United States of America, and suggest that all county citizens study the historical events that led the framing of the Constitution, read and reflect upon this great document and our heritage of freedom, and reaffirm the ideals held by the framers of the Constitution in 1787 while celebrating the freedoms it gave us.

Dated this 8th day of September, 2015, at Walla Walla County, Washington.

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

\_\_\_\_\_  
Perry L. Dozier, Chairman

\_\_\_\_\_  
James K. Johnson, Commissioner

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Commissioner

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

IN THE MATTER OF  
APPOINTMENT TO THE WALLA  
WALLA FAIR AND FRONTIER  
DAYS BOARD OF DIRECTORS

RESOLUTION NO.

**WHEREAS**, pursuant to the bylaws in effect, terms of appointment for members of the Walla Fair and Frontier Days Board of Directors ("Board", "fair board") will terminate following the September meeting of the Board; and

**WHEREAS**, the term of appointment for Director Terry Atchison will terminate this month, and said Director is not eligible to serve another term on the fair board; and

**WHEREAS**, applications for the opening on the fair board were sought through a public process; and

**WHEREAS**, in accordance with Board bylaws, the Walla Walla Fair and Frontier Days Board of Directors submitted a list of nominees to the Board of Walla Walla County Commissioners for consideration to fill said vacancy; and

**WHEREAS**, the Board of County Commissioners conducted interviews of said potential fair board members during a public meeting of the Board on September 1, 2015; and

**WHEREAS**, subsequently, a motion was approved to appoint Stan Bly to the fair board; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby formally appoint Stan Bly to an initial three year term on the Walla Walla Fair and Frontier Days Board of Directors, said term of appointment, pursuant to the bylaws, to be effective subsequent to the September, 2015 meeting of the fair board and to expire after the September, 2018 fair board meeting.

*"Passed this 8th day of September, 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*



# MEMO

Date: 9/1/15

Proposal ID. 2015 09-08 COMM

To: BOCC

From: Diane Harris

Intent – Decision Signature

Topic – The Downtown Walla Walla Foundation has requested use of the County owned parking lot located on 5<sup>th</sup> Street, east of the Courthouse.

## **Summary**

Requesting approval for the Downtown Walla Walla Foundation to use the County owned parking lot located on 5<sup>th</sup> Street, east of the Courthouse, for a the Wheelin' Walla Walla Weekend Car Show – Swap Meet on Saturday, September 12, 2015.

## **Cost**

N/A

## **Funding**

N/A

## **Alternatives Considered**

N/A

## **Acquisition Method**

N/A

## **Security**

N/A

## **Access**

## **Risk**

## **Benefits**

## **Conclusion/Recommendation**

Recommend that BOCC grant approval for the Downtown Walla Walla Foundation to use the county owned parking lot on 5<sup>th</sup> Street, east of the Courthouse on Saturday, September 12, 2015.

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Submitted By

Disposition

Diane Harris, 09/01/15Commissioners' Office

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☐ Approved

Name      Department      Date

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☐ Approved with modifications

☐ Needs follow up information

Signature

☐ Denied

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BOCC Chairman

Date

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Additional Requirements to Proposal

☐ Modification

☐ Follow Up

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**COUNTY COMMISSIONERS (continued)**

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

**9:45**

**DEPARTMENT OF COMMUNITY HEALTH**

**Dr. Harvey Crowder**

- a)** Presentation of Walla Walla County  
5-Year Homeless Housing Plan  
(Action to follow at a later date.)
- b)** Department update and miscellaneous

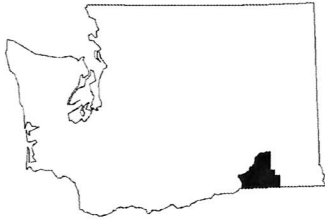


**10:15**

**COMMUNITY DEVELOPMENT DEPARTMENT**

**Tom Glover**

- a) Department update and miscellaneous



# WALLA WALLA COUNTY

Community Development Department

310 W. Poplar, Suite 200 • Walla Walla, WA 99362-2865

To: Board of County Commissioners  
From: Tom Glover, Community Development Director  
Date: September 8, 2015

## **2015 Comprehensive Plan & Code Amendment Cycle**

- Public Hearing with Planning Commission held on July 1<sup>st</sup>.
- Public Hearings with BoCC held on July 20<sup>th</sup> and Aug. 18<sup>th</sup> – 2015 docket is now set.

## **Planning Commission**

- Workshop held on August 5<sup>th</sup> to discuss possible additional regulations for Bed & Breakfast facilities.
- Next Meeting: October 7<sup>th</sup> – Workshop: initial review of *DRAFT* regulations for Wedding & Event Centers.

## **Hearing Examiner – Sharon Rice, H.E.**

- Next meeting: Sept. 14<sup>th</sup> (second Monday of each month)
  - Shoreline Development Permit – Ice Harbor Marina.
  - Shoreline Development Permit – bridge over Touchet River (private property owner, not County owned/sponsored).

## **Personnel Issues**

- Job performance evaluations for all staff in this department who began work January 1, 2015 (probationary period) is now completed.
- I have begun reviewing job descriptions and salary range for select positions within the department for possible recommended adjustments in the future, pending HR and BoCC support, and completion of formal analysis.

## **Other Planning Items**

- Received an initial draft of a development agreement proposed by the Port of Walla Walla concerning the build out of the business park in Burbank. Reviewing at staff level, before scheduling a pre-application meeting with the Port. Final decision rests with the Board of County Commissioners.
- Voluntary Stewardship Program: webinar on Aug. 21<sup>st</sup>. Funding is now available for all counties that opted into the program – WW County did. Will have to coordinate with local agencies to develop an action plan (a lead agency needs to be determined). Details to follow soon.

### **Building Inspection/Construction Review**

- Permits issued Jan. 1 – Aug. 31, 2015:
  - **34** new single family residential homes
    - Valuation at \$9,789,796
    - Fees collected \$125,761
  - **332** Building/construction permits, all:
    - Valuation at \$18,015,380
    - Fees collected \$253,005

### **Building/construction permits issued, month of August:**

- Single-family homes: 3
  - Additions/remodels: 4
  - Demolitions: 3
  - Plumbing/Mechanical: 12
  - Re-roof: 3
  - Siding/Windows: 1
  - Factory Built Home: 1
  - Misc./Other Structures: 4
  - Pole Buildings: 4
- Total permits issued: 35  
Total Valuation: \$1,415,996.88  
Total Fees Collected: \$22,210.18

### **Code Compliance Cases**

- Last month I reported that I've been in discussion with Pat Reay and Jesse Nolte regarding the possibility of the County providing code compliance services to the City of College Place. Now awaiting draft agreement for services, provided by City of CP's attorney, for review by County.
- **Jan. 1 – Aug. 31, 2015:**
  - Complaints received from residents: **95**
  - Substantiated and cases opened: 83
  - Unsubstantiated: 18, plus ...
    - **3** inside city limits and forwarded.
    - **1** fwd to Sheriff's Office and State Dept. of Fish & Wildlife.
    - **1** duplicate complaint – closed.
- Since the first of the year, **71** cases have been closed. Nine of those were carried over from previous year(s).
- Voluntary Compliance Agreements active: **14**
- Infractions issued: **16**
- Burn permits sold: **592 @ \$30 = \$17,670** (in 2014 only 667 permits sold all year).

- Total on-site inspections conducted: **396**
- Dept. of Ecology's Solid Waste Enforcement Grant (revenue): **\$12,200.**
- Two MJ grow sites headed to County H.E. on appeal.

**Other Stuff:**

- On Sept. 1<sup>st</sup> I met with the new publisher of the U-B, Brian Hunt. He initiated the contact, just reaching out to get to know the various community organizations and staff.
- TRAKiT upgrade on Sept. 3<sup>rd</sup> as part of annual maintenance cost.
- State Auditor's Office has not yet completed the audit of the WWJCDA. Awaiting response from SAO on timing for completion.
- I attended the bi-monthly meeting of the Port's **EDAC** held at the Walla Walla Regional Airport on July 28<sup>th</sup>.
- **Draft 2016 department budget is completed, awaiting feedback/review.**

**a) Public Hearing:**

- 1) To consider revised established roadway design standards

**b) Action Items:**

- 1) Ordinance No. 435 – Approving a request by Walla Walla County Public Works Department to adopt an ordinance revising established roadway design standards, which includes basic design standards for various roadway elements in both the urban and rural portions of Walla Walla County, and amending Walla Walla County Code Chapter 12.06 to reflect revised standards
- 2) Resolution \_\_\_\_\_ - Adopting a Fleet Management Policy for Walla Walla County

**c) Consent Agenda Items:**

- 1) Execute contract for Frog Hollow Road & Lower Dry Creek Road project with Royse Hydroseeding & Excavating

**d) Department update and miscellaneous**

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

**IN THE MATTER OF ADOPTING A  
FLEET MANAGEMENT POLICY FOR  
WALLA WALLA COUNTY**



**RESOLUTION NO.**

**WHEREAS**, RCW 36.33A.010 requires every county to establish an equipment rental and revolving fund for the purchase, maintenance and repair of county road department equipment; and

**WHEREAS**, RCW 36.33A.020 states the legislative body of any county may authorize use of the equipment rental and revolving fund by any other office or department of county government, and

**WHEREAS**, the Board of Walla Walla County Commissioners has required all county offices and departments to use the equipment rental and revolving fund under the supervision of the County Engineer and Public Works Department Fleet Manager, and

**WHEREAS** the County Engineer and Public Works Department Fleet Manager have created a fleet management policy to provide consistent guidelines for assignment, use and management of Walla Walla County vehicles and equipment; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that the Walla Walla County Fleet Management Policy be adopted to effectively manage the County's vehicle and equipment fleet.

*Passed this 8<sup>th</sup> day of September, 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

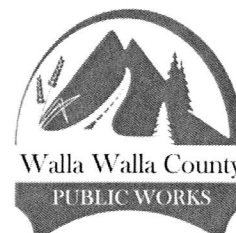
\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
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**

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To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 2 September 2015

Re: Director's Report for the Week of 31 August 2015

**Board Action: 8 September 2015**

**Hearings:**

**In the Matter of a Hearing to Adopt an Ordinance Revising Established Roadway Design Standards**

**Resolutions:**

**In the Matter of Adopting a Fleet Management Policy for Walla Walla County**

**Miscellaneous:**

**In the Matter of Signing a Contract for the Frog Hollow & Lower Dry Creek Road Project**

**ENGINEERING:**

- Taumarson Road: Miscellaneous punch list items to complete.
- Bussell Road: Contractor working on roadway excavation and embankment.
- Frog Hollow & Lower Dry Creek: Preconstruction conference was held.
- Middle Waitsburg at Chase Safety Project: Working on Right of Way acquisition.
- Foster Road Safety Project: Looking at costs to extend project to Cottonwood Road.
- Blue Creek Bridge: Survey continues.

**MAINTENANCE:**

- South crew conducting annual maintenance in Mill Creek Channel.

**ADMINISTRATION:**

- Working on annual evaluations.

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

HUMAN RESOURCES/RISK MANAGEMENT

Sheila Eslinger

- 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 CORRECTIONS DEPARTMENT**

**Mike Bates**

- a) Department update and miscellaneous

**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.*