

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, JUNE 27, 2016

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15 COUNTY COMMISSIONERS

Chairman Johnson

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 June 20 and 21, 2016
 - 2) Resolution _____ Approving out of state travel for District Court employees (Grant and Winnett)
 - 3) County voucher/warrants/electronic payments as follows: 4176001 through 4176230 totaling \$1,203,157.17
 - 4) Payroll action and other forms requiring Board approval

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF APPROVING
OUT OF STATE TRAVEL FOR
DISTRICT COURT EMPLOYEES
(GRANT AND WINNETT)**

RESOLUTION NO.

WHEREAS, Walla Walla District Court Judge Kristian Hedine has approved an out of state travel request to allow two District Court employees, Court Administrator Clara Grant and Trial Clerk Lisa Winnett, to attend a training, "Commercial Motor Vehicle Violation Enforcement, Prosecution, Reporting, & Adjudication", said training to be held August 9-10, 2016, in Albuquerque, New Mexico; and

WHEREAS, training registration costs, standard travel costs, and the cost of lodging and most meals will be covered by the National District Attorneys Association through financial support of the Federal Motor Carrier Safety Administration, with costs to the county for employee attendance at this training to be only minimal and estimated at less than \$150; and

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

WHEREAS, approval for out of state travel by the Board of County Commissioners is required; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that out of state travel for county employees Clara Grant and Lisa Winnett be approved as outlined above and requested.

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

*"Passed this **27th day of June, 2016** 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

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners

COUNTY COMMISSIONERS (continued)

e) Consent Agenda Items (continued):

- 5) County voucher/warrants/electronic payments as follows: 4176001 through 4176230 totaling \$1,203,157.17
- 6) Payroll action and other forms requiring Board approval

f) Action Agenda Items:

- 1) Resolution _____ - Amendments to the 2016 Walla Walla County Budget (continued from June 20, 2016)
 - 2) Consider proposed Partial Contract Assignment between Burkhart & Burkhart, PLLC and Jesse C. M. Montagnino, and the County of Walla Walla
- 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
AMENDMENTS TO THE 2016
WALLA WALLA COUNTY
BUDGET

RESOLUTION NO.

WHEREAS, subsequent to the establishment of the budgets and adoption of the 2016 Walla Walla County Budget, representatives of various offices and departments within the 2016 Walla Walla County Budget have provided information to County Auditor Karen Martin regarding proposed budget amendments; and

WHEREAS, a properly advertised public hearing was held on June 20, 2016, to consider said amendments as advertised, as well as other amendments as necessary for accounting purposes, and hear testimony related thereto; and

WHEREAS, clarification was necessary prior to approving the proposed amendments, and the county auditor has now received the information needed; now therefore

BE IT HEREBY RESOLVED by this Board of County Commissioners that the 2016 Walla Walla County Budget be amended as outlined on the attached Memo "2016 Budget Amendment #1", dated 6/2/16 (revised 6/7/2016 and 6/23/16), from Karen Martin, County Auditor, which is by this reference made a part hereof.

"Passed this 27th day of June, 2016 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

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

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

MEMO

TO: Board of County Commissioners
 FROM: Karen Martin, County Auditor
 DATE: 6/2/2016 (revised 6/7/16)&(6/23/16)
 SUBJECT: 2016 Budget Amendment # 1

FUND	BARS #	DESCRIPTION	AMENDMENT AMOUNT	EXPENDITURES	NEW BUDGET
010 CURRENT EXPENSE					
00050 Beginning Fund Balance					
	308.90.00.0000	Beginning Fund Balance - Unassigned	\$1,000,000		\$6,000,000
00058 Ending Fund Balance					
	508.90.00.0000	Ending Fund Balance - Unassigned		(\$10,282)	\$4,419,247
00500 Auditor					
	514.23.35.0000	Small Tools & Equipment		\$1,650	\$1,650
	514.23.44.0000	Advertising		\$310	\$310
	514.23.49.0000	Miscellaneous		\$400	\$1,500
	594.14.64.0000	Major Equipment		\$7,100	\$7,100
00510 Elections					
	514.40.31.0000	Office & Operating Supplies		(\$65,000)	\$15,000
	514.40.41.0000	Professional Services		\$65,000	\$100,000
00600 Board of Equalization					
	514.24.53.0000	Travel		\$500	\$500
01400 Maintenance					
	518.30.48.0000	Repairs & Maintenance		(\$3,000)	\$53,000
03000 Indigent Legal Services					
	336.01.28.0000	Public Defense Services - Grant	\$9,178		\$76,756
	515.91.41.0000	Professional Services		\$14,396	\$18,396
	515.91.41.0001	Public Defense Services - Grant		\$9,178	\$67,578
	515.91.41.4000	Superior Court Criminal Cases		\$1,080	\$476,400
	515.91.41.4001	Superior Court - Probation		(\$26,000)	\$23,000
	515.91.41.4002	Superior Court - Juvenile Criminal		\$24,263	\$66,465
	515.91.41.4003	Mental Health Hearings		\$114	\$43,700
	515.91.41.4004	Dependency Termination		\$348	\$119,300
	515.91.41.4005	District Court Criminal Cases		\$142	\$54,100
	515.91.41.4006	Alcohol/Substance Abuse Commitments		\$479	\$1,000
	515.91.41.4009	Guardianship Cases		\$1,000	\$1,000
03200 Miscellaneous					
	511.60.45.9000	Interfund Rents & Leases - ER&R		\$3,000	\$400,844
	511.60.46.0001	Risk Pool Deductible		\$100,000	\$150,000
	511.60.49.0014	County Owned Propert Fees & Assessments		\$3,500	\$3,500
	511.60.41.0003	Professional Services - Dixie Clean-up		\$50,000	\$50,000

MEMO

TO: Board of County Commissioners
 FROM: Karen Martin, County Auditor
 DATE: 6/2/2016 (revised 6/7/16)&(6/23/16)
 SUBJECT: 2016 Budget Amendment # 1

FUND	BARS #	DESCRIPTION	AMENDMENT AMOUNT		NEW BUDGET
			REVENUE	EXPENDITURES	AMOUNT
03900 Transfers					
	597.00.00.0102	LEOFF 1		\$100,000	\$170,000
	597.00.00.1000	Community Outreach		\$234,000	\$234,000
	597.00.00.0070	CE Bldg		\$216,000	\$216,000
	597.00.00.0080	Law & Justice Bldg		\$131,000	\$131,000
	597.00.00.0100	Tech Services Reserve		\$150,000	\$150,000
		Total Current Expense	\$1,009,178	\$1,009,178	
10300 Emergency Mgmt					
	308.30.00.0000	Beginning Fund Balance - Restricted	\$143,047		\$209,348
	333.97.04.2000	Emergency Mgmt Perfomance Grant (EMF	(\$3,980)		\$31,910
	333.97.06.7000	State Homeland Security Program (SHSP)	\$15,983		\$58,897
	334.01.80.0010	RAD Emergency Planning (EFSEC)	\$399		\$25,697
	525.60.11.0001	Director		\$127	\$58,464
	525.60.11.0002	Emergency MGMT Spec		\$4,019	\$39,252
	525.60.21.0001	Medical-Dental-Life Ins		(\$384)	\$23,688
	525.60.21.0002	Social Security		\$317	\$7,475
	525.60.21.0003	Retirement		\$464	\$10,925
	525.60.21.0004	Industrial Insurance		(\$107)	\$361
	525.60.31.0000	Office & Operating Supplies		\$800	\$2,800
	525.60.41.0000	Professional Services		\$5,100	\$21,495
	525.60.43.0000	Travel		\$500	\$4,000
	525.60.44.0000	Advertising		\$1,000	\$1,500
	525.60.49.0100	Grant Reimbursment Pass Through		\$145,618	\$145,618
10398	508.30.00.0000	Ending Fund Balance		(\$2,005)	\$70,086
		Total Emergency Mgmt	\$155,449	\$155,449	
10800 LAW & JUSTICE					
	(10811 - Corrections)				
10811	523.10.11.0001	Warrants Clerk		\$21,336	\$21,336
	523.10.21.0001	Medical - Dental - Life		\$7,904	\$7,904
	523.10.21.0002	Social Security		\$1,632	\$1,632
	523.10.21.0003	Retirement		\$2,385	\$2,385
	523.10.21.0004	Industrial Insurance		\$165	\$165
10833	515.30.11.3306	Deputy Prosecuting Attorney		(\$44,688)	\$0
	515.30.11.3308	Chief Civil Deputy Prosecutor		\$52,267	\$52,267
	515.30.21.0002	Social Security		\$600	\$10,971
	515.30.21.0003	Retirement		\$848	\$9,809
10898	508.30.00.0000	Ending Fund Balance - Restricted		(\$42,449)	\$626,332
		Total Law & Justice	\$0	\$0	

MEMO

TO: Board of County Commissioners
 FROM: Karen Martin, County Auditor
 DATE: 6/2/2016 (revised 6/7/16)&(6/23/16)
 SUBJECT: 2016 Budget Amendment # 1

FUND	BARS #	DESCRIPTION	AMENDMENT AMOUNT		NEW BUDGET
			REVENUE	EXPENDITURES	AMOUNT
11200 Public Health					
	308.30.00.0000	Beginning Fund Balance - Restricted	(\$78,596)		\$121,404
	397.00.00.0001	Operating Transfer In - HS	\$48,596		\$48,596
	334.04.90.0001	DOH - ESD 105 Marijuana	\$145,750		\$145,750
	337.73.00.0001	WCIF Wellness Grant	\$10,000		
	369.90.00.0009	Misc One Time Only	(\$10,000)		\$25,000
11244	562.00.31.0001	Office Supplies		\$3,000	\$3,000
	562.00.31.0003	Educational Materials		\$38,700	\$39,600
	562.00.41.0000	Professional Services		\$50,000	\$50,000
	562.00.43.0002	Training		\$8,000	\$8,000
	562.00.43.0001	Travel		\$1,050	\$1,350
	562.00.44.0001	Advertising		\$5,000	\$5,000
11273	562.00.31.0004	Grant Supplies		\$10,000	\$10,000
		Total Public Health	\$115,750	\$115,750	
11900 Human Services					
	308.30.00.0000	Beginning Fund Balance - Restricted	\$360,000		\$989,625
	334.04.66.0101	DBHR - Marijuana Prev - State	\$46,116		\$46,116
	349.60.00.0000	Interfund Payments - .1% funds	(\$42,000)		\$0
	346.40.00.0000	MH Services	\$5,452		\$5,452
	397.00.00.0000	Operating Transfer In - from 120	\$97,528		\$97,528
11905	564.30.11.0129	HS Contract Manager		(\$50,532)	\$21,657
	564.30.21.0001	Medical Dental Life		(\$7,039)	\$41,907
	564.30.21.0002	Social Security		(\$3,866)	\$13,901
	564.30.21.0003	Retirement		(\$5,650)	\$24,546
	564.30.21.0004	Industrial Insurance		(\$147)	\$739
	564.30.21.0005	Employee Assistance		\$70	\$70
11910	566.10.31.0000	Office & Operating Supplies		\$500	\$500
	566.10.49.0000	Miscellaneous		\$57,913	\$99,851
	566.10.49.9002	Interfund Prof Services - County Admin		(\$30,000)	\$0
	566.21.41.1100	DASA Prev Profess Services		\$76,116	\$76,116
	566.30.45.0000	Operating Rents & Leases		\$7,200	\$7,200
11920	568.10.31.0000	Office & Operating Supplies		\$500	\$500
	568.10.45.0001	Operating Rents & Leases		\$7,200	\$7,200
11930	564.10.11.0000	Unemployment Compensation		\$1,500	\$1,500
	564.30.31.0000	Office & Operating Supplies		\$13,197	\$13,197
	564.30.41.0000	Professional Services		\$85,000	\$85,000
	564.30.42.0000	Communication		\$500	\$500
	564.10.43.0000	Travel		\$1,500	\$1,500
	564.30.45.0001	Operating Rents & Leases		\$9,240	\$9,240
	564.30.46.0010	Insurance - Structure - CP Duplex		\$450	\$450
	564.30.46.0011	Insurance - Structure - Transitional Housing		\$650	\$650
	564.30.49.0000	Miscellaneous		\$1,611	\$1,611

MEMO

TO: Board of County Commissioners
 FROM: Karen Martin, County Auditor
 DATE: 6/2/2016 (revised 6/7/16)&(6/23/16)
 SUBJECT: 2016 Budget Amendment # 1

FUND	BARS #	DESCRIPTION	AMENDMENT AMOUNT		NEW BUDGET
			REVENUE	EXPENDITURES	AMOUNT
	564.30.49.0110	Training		\$500	\$500
	597.00.00.0000	Operating Transfer Out - Pub Health		\$48,596	\$48,596
11931	564.27.48.3500	TH Repair & Maintenance		\$8,000	\$14,500
11932	564.27.48.3400	PH Repair & Maintenance		\$6,000	\$6,000
11998	508.30.00.0000	Ending Fund Balance - Restricted		\$238,087	\$701,497
		Total Human Services	\$467,096	\$467,096	
12000 Mental Health					
	308.30.00.0000	Beginning Fund Balance - Restricted	\$22,448		\$522,448
	313.14.00.0000	Chem Dep/MH Services Tax	\$3,000		\$883,000
12019	564.30.11.0129	Human Services Contract Mgr		\$50,532	\$50,532
	564.30.21.0001	Medical Dental Life Ins		\$7,039	\$7,039
	564.30.21.0002	Social Security		\$3,866	\$3,866
	564.30.21.0003	Retirement		\$5,650	\$5,650
	564.30.21.0004	Industrial Insurance		\$147	\$147
	564.30.42.0000	Communication		\$5	\$5
	564.30.43.0000	Travel		\$4,500	\$4,500
	564.46.31.0000	Office & Operating Supplies		\$88	\$88
	564.46.41.0002	Prof Services - Community Based Services		(\$97,528)	\$682,472
	564.46.41.9002	Interfund Professional Services		(\$70,000)	\$0
	564.46.45.0000	Operating Rents & Leases		\$610	\$610
	564.46.49.0000	Miscellaneous		\$563	\$563
	597.00.00.0119	Transfer Out - HS		\$97,528	\$97,528
12098	508.30.00.0000	Ending Fund Balance - Restricted		\$22,448	\$242,862
		Total Mental Health (HS)	\$25,448	\$25,448	
12100 Soldiers Relief					
	308.30.00.0000	Beginning Fund Balance - Restricted	\$46,695		\$76,122
12101	565.20.41.9000	Interfund Professional Services		\$1,000	\$4,000
	565.20.49.0100	Consumer Services		\$17,300	\$67,300
12198	508.30.00.0000	Ending Fund Balance		\$28,395	\$58,327
		Total Soldiers Relief	\$46,695	\$46,695	
13400 R/E Tax Admin Assist Fund					
	308.30.00.0000	Beginning Fund Balance - Restricted	\$5,200		\$55,200
	514.22.48.0001	Repair & Maintenance - Auditor e-record		\$10,200	\$10,000
13498	508.30.00.0000	Ending Fund Balance		(\$5,000)	\$40,150
		Total R/E Tax Admin Assist Fund	\$5,200	\$5,200	
14800 - 911 Enhncd/Pub Com Bldg					
	334.01.80.0012	CPD Wireless	\$80,000		\$124,600
	522.20.41.0001	Professional Services - Grant Reimb		\$80,000	\$124,600
		Total 911 Enhncd/Pub Com Bldg	\$80,000	\$80,000	

MEMO

TO: Board of County Commissioners
 FROM: Karen Martin, County Auditor
 DATE: 6/2/2016 (revised 6/7/16)&(6/23/16)
 SUBJECT: 2016 Budget Amendment # 1

FUND	BARS #	DESCRIPTION	AMENDMENT AMOUNT		NEW BUDGET
			REVENUE	EXPENDITURES	AMOUNT
15100 Community Outreach					
	397.00.00.0000	Operating Transfer In	\$234,000		\$234,000
	571.10.49.0000	Miscellaneous		\$234,000	\$244,000
		Total Community Outreach	\$234,000	\$234,000	
15400 LEOFF 1					
	397.00.00.0000	Operating Transfer In	\$100,000		\$170,000
15498	508.50.00.0000	Ending Fund Balance-Assigned		\$100,000	\$378,200
		Total LEOFF 1	\$100,000	\$100,000	
16100 Homeless Housing					
	308.30.00.0000	Beginning Fund Balance - Restricted	\$30,000		\$147,660
	565.40.49.0002	Other Program Costs		\$10,000	\$10,000
16198	508.30.00.0000	Ending Fund Balance		\$20,000	\$82,240
		Total Homeless Housing	\$30,000	\$30,000	
30000 L&J Bldg					
003	362.50.00.0000	Pathways Bldg Lease	\$10,000		\$10,000
	397.00.00.0001	Operating Transfer In - CE	\$131,000		\$131,000
30098	508.350.00.0000	Ending Fund Balance-Assigned		\$141,000	\$516,000
		Total L&J Bldg	\$141,000	\$141,000	
30100 CE Bldg					
003	397.00.00.0001	Operating Transfer In - CE	\$216,000		\$216,000
	511.60.41.0000	Professional Services		\$6,000	\$6,000
	511.60.48.0002	Repairs & Maintenance - Electronic Doors		\$25,000	\$25,000
	511.60.48.0003	Repairs & Maintenance - Superior Crt I.T.		\$120,000	\$120,000
	594.11.62.0006	Bldg & Structures - Elections Ctr		\$65,000	\$65,000
		Total CE Bldg	\$216,000	\$216,000	
30700 CE Vehicle Fund					
	511.60.45.9000	Interfund Rents & Leases ER&R		\$61,500	\$61,500
30798	508.50.00.0000	Ending Fund Balance - Assigned		(\$61,500)	\$0
		Total CE Vehicle Fund	\$0	\$0	

a) **Action Agenda Items:**

- 1) Ordinance No. 445 – Amending Walla Walla County Code 17.08.074 and 7.08.07B, changing the definition of Type II Bed and Breakfast Guesthouses
- 2) Ordinance No. 446 – Amending Walla Walla County Code Chapter 17.08, Section 17.16.014, and adding new Chapter 17.21 to establish definitions and development standards for two types of wedding and event centers
- 3) Ordinance No. 447 – Amending Walla Walla County Code Chapter 18.12, flood damage prevention, in order to comply with ordinance deficiencies cited by the Washington State Department of Ecology under the National Flood Insurance Program and to update procedural requirements to be consistent with Walla Walla County Code Title 14, Development Code Administration

10:00

JOINT FINANCIAL UPDATE

**Karen Martin and
Gordon Heimbigner**

- a) 2016 budget update**

10:15

COUNTY CORRECTIONS DEPARTMENT

Mike Bates

a) Action Agenda Items:

- 1) Proposal 2016 06-27 CORR
Approval to apply for one time
equipment grant through the
Edward Byrne Memorial Justice
Assistance Grant (JAG) Program
(Funding if received will be utilized
to cover costs of Superior Court
technology upgrades to allow video
hearings from the jail and improve
courtroom operations)

b) Department update and miscellaneous

10:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

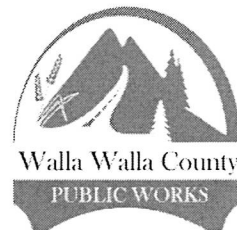
- a) Department update and miscellaneous

10:35

**COUNTY COMMISSIONERS acting as the MILL CREEK
FLOOD CONTROL ZONE SUPERVISORS**

- a) **Action Agenda Item:**
 - 1) Amendment to Landowner Agreement for projects funded by the Snake River Salmon Recovery Board (for Landowner Agreement executed May 2, 2016)

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 June 2016

Re: Director's Report for the Week of 20 June 2016

Board Action: 27 June 2016

Update Only

ENGINEERING:

- Waitsburg at Chase and Mill Creek Road Safety Projects (Tied bid): Culverts replaced and earthwork continues.
- Mill Creek FH: Offers going out.
- Mill Creek Road MP 1.1 to MP 3.96: Working on project funding estimates.
- Blue Creek Bridge: Road design almost complete.
- Foster Road Safety Project: Waiting for construction funding.
- Dodd Road: Scheduled to advertise for grinding/overlay next week.
- Pemberton Bridge: Received Corps of Engineers permit and awaiting other permits.
- Port Kelly: Obtained railroad permits. Construction will begin in September.

MAINTENANCE:

- Chip seal complete.

ADMINISTRATION:

- Attended TAC meeting.
- Started Union negotiations.

10:40

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) **Action Agenda Items:**
 - 1) New Position approval form -
Office Assistant I for the (Auditor)
Elections Department
- d) 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.