

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, MAY 23, 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 May 16 and 17, 2016, and special meeting of May 19, 2016
- 2) Execute Amendment No. 1 to Authorization No. 2013-04 E(5) between Walla Walla County and the Department of Enterprise Services for Detailed Investment Grade Energy Audit & Energy Services Proposal for County Jail (ref: Proposal 2016 05-02 Maint)



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501
PO Box 41476, Olympia, WA 98504-1476

May 16, 2016

TO: Tom Byers, Walla Walla County
FROM: Eddie Miller, Contract Specialist, (360) 407-9363
RE: Authorization No. 2013-042 E (5)
Amendment No. 1
Project Title Detailed Investment Grade Energy Audit and Energy Services Proposal
County Jail

McKinstry Essention, LLC

SUBJECT: Funding Approval

The Department of Enterprise Services, Engineering & Architectural Services, requires funding approval for the above referenced contract document(s). The amount required is as follows:

Additional Energy Audit and Energy Services Proposal \$ 2,825.00

In accordance with the provisions of RCW 43.88, the signature affixed below certifies to Engineering & Architectural Services that the above identified funds are appropriated, allotted or that funding will be obtained from other sources available to the using client/agency. The using/client agency bears the liability for any issues related to the funding for this project.

By _____
Name / Title Date

Please sign and return this form to E&AS. If you have any questions, please call me.

COUNTY COMMISSIONERS (continued)

e) Consent Agenda Items (continued):

- 3) County voucher/warrants/electronic payments as follows: 4174969 through 4175288 totaling \$621,696.82
- 4) Payroll action and other forms requiring Board approval

f) Action Agenda Items:

- 1) Proposal 2016 05-23 SO
Bid award for Sheriff's Office
Armory Room Project
- 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



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

May23, 2016

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**
 - Budget time for us is right around the corner, as well as inventory time.
 - Hope to have the reports by department out in 2 weeks or so.
- **Public Records Position**
 - In Shelly's hands right now.
- **Server Replacement – VMWare**
 - Going well. Estimate completion by June 1.
- **New World**
 - Issues with some updates to laptops. Software is not running correctly.
- **Superior Court 1-2 Updates**
 - Agreements are signed. Will be installed during judge Wolframs time off in July
- **Auditor Cameras – Elections**
 - Cameras are here.
- **Health**
 - The wire is pulled – waiting on some connectors to arrive on 5/18-5/20
- **Backup Storage/O-365**
 - Description paper to go out all elected officials and department heads.
 - Collecting license needs – have all but a few departments.
- **Public Record Requests Last 2 Weeks**
 - 6 = Requests received
 - 3 = Forwarded to departments
 - 7 = Completed

- 3 = Pending Closure
- 7 = Open/Being handled by the PRO
- 19 = Requests handled last 2 week period
- **Tracking and reporting/responding**
 - Constantly
- **Search Tool Replacement**
 - Have been looking at e-Discovery tools. There are a few on State Contract that I want look at.
 - A few were purchased by different agencies and have included the proper language for cooperative purchasing.
 - Visit to Spokane for Vendor Fair (hosted by Sec. State – Archives). The software is all on State contract.

Definitions

CITRIX = A product used for remote access to our network

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)

FTP = File Transfer Protocol (file transfer server)

CAD=Computer Aided Dispatch (hosted at the city)

CAT5=Category 5 Ethernet cable (for data and voice)

ADA=Americans with Disabilities Act

ECM=Enterprise Content Management

NWS=New World Systems

DOMAIN = A group of computers administered or managed with the same rules and policies and with a common IP range.

IP address = Internet protocol address. A unique string of numbers assigned to each computer to allow communications over network or domain.

10:00

JOINT FINANCIAL UPDATE

**Karen Martin and
Gordon Heimbigner**

- a) 2015 final budget/financial report
- b) 2016 budget update

10:15

COUNTY CORRECTIONS DEPARTMENT

Mike Bates

- a) Department update and miscellaneous

a) **Action Agenda Items:**

- 1) Resolution _____ - Bid award for the Mill Creek Road MP 3.96 to MP 4.36 and Middle Waitsburg Road Project

b) **Consent Agenda items:**

- 1) Resolution _____ - Initiating County Road Project designated as CRP 16-08, Second Avenue, Burbank, MP 0.613 to MP 0.773
- 2) Resolution _____ - Change in date regarding use of county roads for the Walla Walla University Tin Man Triathlon

c) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A BID
AWARD FOR THE MILL CREEK
ROAD MP 3.96 TO MP 4.36 &
MIDDLE WAITSBURG ROAD
PROJECT



RESOLUTION NO.

WHEREAS, as advertised, a bid opening was held on Monday, May 16, 2016 for the Mill Creek Road MP 3.96 to MP 4.36 & Middle Waitsburg Road project, the following bids were opened and read publicly:

- | | | |
|----|--|--------------|
| 1) | Scout Lake Construction, Inc
Selah, Washington | \$472,700.71 |
| 2) | Barker, Inc.
Dayton, Washington | \$524,846.00 |
| 3) | Royse Hydroseeding & Excavating
Walla Walla, Washington | \$549,319.00 |
| 4) | North Central Construction, Inc.
Moses Lake, Washington | \$617,083.20 |

WHEREAS, Scout Lake Construction, Inc. submitted the lowest responsive, responsible bid, now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the Mill Creek Road MP 3.96 to MP 4.36 & Middle Waitsburg Road project bid is awarded to Scout Lake Construction, Inc. for \$472,700.71.

Passed this 23rd day of **May, 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*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING A
 COUNTY ROAD PROJECT
 DESIGNATED AS CRP 16-08,
 SECOND AVENUE, BURBANK, MP
 0.613 TO MP 0.773



RESOLUTION NO.

WHEREAS, the Port of Walla Walla anticipates increased truck traffic into its terminal located off Second Avenue in Burbank, and

WHEREAS, the Port of Walla Walla and Walla Walla County agree that the need exists to upgrade Second Avenue to prevent deterioration of the road due to increased truck traffic, and

WHEREAS, the Port of Walla Walla and Walla Walla County will partner in the Second Avenue project which includes adjacent roads accessing the terminal, and

WHEREAS, Second Avenue is listed on the County Six Year Transportation Program as item No. 63, now therefore

BE IT HEREBY RESOLVED that Second Avenue, MP 0.613 to MP 0.773, Road Log No. 14010, located in Section 2, Township 8N, Range 31E, be improved as follows:

Excavate, grind existing HMA, place crushed surfacing, place Portland cement concrete pavement, and other items.

This project is declared to be a public necessity and the County Engineer is hereby authorized to proceed with the improvement to Second Avenue, MP 0.613 to MP 0.773

IT IS FURTHER RESOLVED that appropriation from the officially adopted road fund budget and based on the County Engineer's estimate be made in the amounts and for the purpose shown:

Purpose	Project Cost	Port of Walla Walla Funds	County Funds
Design	\$50,000		\$50,000
Construction	\$750,000	\$700,000	\$50,000
Total	\$800,000	\$700,000	\$100,000

[] This project is included in the officially adopted annual road program as Item No. _____

[x] This project is hereby made a part of the officially adopted annual road program in accordance with RCW 36.81.130

Passed this 23rd day of May, 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*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A CHANGE
IN DATE REGARDING USE OF
COUNTY ROADS FOR THE
WALLA WALLA UNIVERSITY TIN
MAN TRIATHLON



RESOLUTION NO.

WHEREAS, pursuant to resolution 16 124 the Associated Students of Walla Walla University had requested permission to use the below-listed Walla Walla County roads for the biking portion of this triathlon event, and that request was approved; and

WHEREAS, a request has now been received from the event organizers to change the date of the event from May 26 to June 3; now therefore

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, that permission be granted to Walla Walla University to use the following roads, West Whitman Drive to Last Chance Road, Last Chance Road to Stovall Road, Stovall Road to Forest Road, and return via the reverse route for the biking portion of the race, on Friday, June 3rd, 2016.

Passed this 23rd day of May, 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*

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



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 17th May 2016

Re: Director's Report for the Week of 16 May 2016

Board Action: 23 May 2016

Bid Award:

In the Matter of a Bid Award – Mill Creek Road MP 3.96 to MP 4.36 and the Middle Waitsburg Road Project

Resolutions:

In the Matter of Initiating a County Road Project Designated as CRP 16-08, Second Avenue, Burbank, MP 0.613 to MP 0.773

In the Matter of Revising the Use of County Roads for the Walla Walla University Tin Man Triathlon

ENGINEERING:

- Waitsburg at Chase and Mill Creek Road Safety Projects (Tied bid): Scout Lake provided lowest, responsible, responsive bid at \$472,700.71.
- Mill Creek FH: Appraisals ongoing. Expect offers to go out soon.
- Cottonwood Road: Design 95% complete. Trying to schedule construction after harvest.
- Mill Creek Road MP 1.1 to MP 3.96: Right of Way plans nearly complete.
- Blue Creek Bridge: Right of Way plans to begin in June.
- Foster Road Safety Project: Made final offer. Waiting for a reply.
- Pemberton Bridge on Barney Road: In Permitting phase. Started Right of Way acquisition.
- Pflugrad Bridge: Surveying complete. Design to begin in late June for construction in 2017.
- Port Kelly: Received \$50,000.00 to improve County road approach. Trying to schedule construction around harvest. Project may be moved to spring of 2017.
- Sunset Drive W. and Lakeview Dr.: Surveying complete on storm water projects. Beginning design.
- Dodd Road: Discussing work with Tyson to reduce conflicts.
- 2nd Avenue at Gateway: Initiating CRP. Port signing interlocal agreement.
- Miscellaneous: Submitted grant for pedestrian/bicycle improvements on Whitman Drive W.

MAINTENANCE:

- Chip sealing progressing well in Zone 10.
- Met with Ralph Broetje and Braden & Nelson to discuss repair plan for section of Van Hollebeke Road washed out by their broken irrigation line.
- Working on budget and periodic counseling.

ADMINISTRATION:

- Attend MPO TAC meeting.
- Attended meeting to discuss issues with West Whitman bike path and parking lot.

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))

- 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) Approval form for revised job description
MSAG Coordinator – Public Works
Department
 - 2) Approval form for revised job description
Equipment Maintenance Supervisor -
Public Works Department
 - 3) Approval form for revised job description
Vegetation/Traffic Control Management
Foreman – Public Works Department
 - 4) Approval form for revised job description
Chief, Programs and Fleet Management
 - 5) Approval form for revised job description
Chief, Road Operations and Maintenance
 - 6) Approval form for revised job description
Assistant Chief, Road Operations/Maintenance
- Public Works 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

COMMUNITY DEVELOPMENT DEPARTMENT

Tom Glover

- a) Commissioners' workshop re Floodplain Development Standards
- b) Possible discussion/direction re above
- c) **Action Agenda Items:**
 - 1) Resolution _____ - Reviewing proposed development regulations amendments related to floodplain development and setting a public hearing to consider adoption of same

11:45 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.