

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 6, 2020

Pursuant to the Governor's proclamation dated March 23, 2020 the Commissioner Meeting will be held via phone and internet. Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us wwcocommissioners@co.walla-walla.wa.us

Call in 1-408-418-9388 access code: 966 723 493

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m81316c4e071cdecf249bf7fa9f8501e1>

The agenda will include only necessary action items until further notice.

PLEASE NOTE: ALL TIMES ARE TENTATIVE AND AT THE DISCRETION OF THE CHAIRMAN WITH THE EXCEPTION OF ADVERTISED BID OPENINGS AND PUBLIC HEARINGS.

10:00 COUNTY COMMISSIONERS

Chairman Tompkins

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)

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.*

e) Action Agenda Items:

- 1) Review submitted Employee Payroll Action Forms
- 2) Review warrant list

f) Consent Agenda Items:

- 1) Resolution _____ - Minutes of County Commissioners' proceedings for March 30 and 31, 2020
- 2) Payroll action and other forms requiring Board approval

g) Action Agenda Items:

- 1) Resolution _____ - Designation of County legal newspaper for county printing and advertising for 2020-2021
- 2) Authorize the Board Chair to sign contracts related to the County's COVID19 response, pursuant to Resolution 20 068

COUNTY COMMISSIONERS (continued)

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

10:15 DEPARTMENT OF COMMUNITY HEALTH Meghan DeBolt

- a) COVID-19 update and miscellaneous

10:30 HUMAN RESOURCES/RISK MANAGER Shelly Peters

- 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) Revised job description approval form - Public Works Technician IV for the Public Works department
- d) Possible executive session re: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending litigation (pursuant to RCW 42.30.110(i))

10:45 PROSECUTING ATTORNEY Jim Nagle/Jesse Nolte

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

11:00 COUNTY COMMISSIONERS

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

Written Department updates only provided by:

**COMMUNITY DEVELOPMENT DEPARTMENT
PUBLIC WORKS DEPARTMENT**

**Lauren Prentice
Tony Garcia**

- 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.



Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

To: Board of County Commissioners
From: Lauren Prentice, Director
Date Prepared: April 3, 2020
Agenda Date: April 6, 2020
RE: Department Update

Reviews Completed – In March **309 TRAKiT reviews** were completed (returned) for building permit and land use permit applications.

Building Permits – Approximately **30 building permit applications** are currently open: this includes those actively under review as well as those on hold pending re-submittals by the applicant, and those under second review. One third of these open applications are undergoing Intake Review, which means that they were just submitted.

We issued 60 building permits in March for a total building permit revenue of about **\$118,000; 12 of these permits were for new residences.**

Current Planning – Approximately **90 land use applications are currently open**. In March, **17 land use applications** were approved. In the four months prior, an average of only 6 land use applications were approved per month.

Code Compliance – Currently there are **49 open cases**. A total of **8 new complaints/reports were logged in our Citizen Response Module (CRM)** in March. Currently, we are prioritizing cases that include building and fire code violations.

**Walla Walla County Public Works
990 Navion Lane
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Tony Garcia, Public Works Director

Date: 1 April 2020

Re: Director's Report for the Week of 30 March 2020

Board Action: 6 April 2020
Update Only

ENGINEERING:

- Flood Damage Repair:
 - Paving repair date is to be determined.
 - Working on Federal Highway Administration (FHWA) Emergency Relief documentation.
- Mill Creek Road MP 1.1 to MP 3.96 (Five Mile to Seven Mile): Consultant is working on acquisition documents.
- Middle Waitsburg Road: Consultant is working acquisition documents.
- Lower Waitsburg Road: Processing survey data.
- Peppers Bridge Road: Working on construction plan sheets production.
- Blue Creek Bridge/Mill Creek FH: Performed additional survey and working on solution for Cox property issue.

MAINTENANCE/FLEET MANAGEMENT:

- Finalizing chip seal prep.
- Vegetation crews spraying as weather allows.
- Garage crews working on routine vehicle maintenance.
- Chip rock being delivered.

ADMINISTRATION:

- Submitted the Stormwater Annual Report for 2019 to the Department of Ecology.
- Reviewing Equipment Maintenance Supervisor applications.
- Submitted all 2019 Annual Certification documents to County Road Administration Board (CRAB).
- Governor Inslee has sent a request to President Trump for a Major Disaster Declaration as a result of our February Flood Event.
- All Public Works staff continuing to follow proper social distancing and performing additional cleaning and disinfecting throughout all facilities and vehicles.