

# A G E N D A

## WALLA WALLA COUNTY BOARD OF COMMISSIONERS

MONDAY, NOVEMBER 16, 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](mailto:wwcocommissioners@co.walla-walla.wa.us)**

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

**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 A.M. 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 November 9 and 10, 2020
  - 2) Resolution \_\_\_\_\_ - Interagency Agreement between Walla Walla County and Washington State University
  - 3) Execute renewal of Walla Walla County's Lease agreement from William and Michal Rieckmann for the Eureka Radio Site

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

IN THE MATTER OF APPROVING  
THE MINUTES OF THE WALLA  
WALLA COUNTY COMMISSIONERS'  
PROCEEDINGS FOR NOVEMBER 9  
AND 10, 2020

}

**RESOLUTION NO. 20**

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that the minutes of the Walla Walla County Commissioners' proceedings of November 9 and 10, 2020 shall be approved.

*Passed this 16<sup>th</sup> day of **November, 2020** by Board members as follows: \_\_\_ Present or \_\_\_ Participating via other means, and by the following vote: \_\_\_ Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_ Absent.*

Attest:

\_\_\_\_\_  
Diane L. Harris, Clerk of the Board

\_\_\_\_\_  
Gregory A. Tompkins, Chairman, District 3

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

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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

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

IN THE MATTER OF AN  
INTERAGENCY AGREEMENT  
BETWEEN WALLA WALLA  
COUNTY AND WASHINGTON  
STATE UNIVERSITY



**RESOLUTION NO. 20**

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they shall approve and sign an Interagency Agreement between Washington State University Cooperative Extension and Walla Walla County (Appendix A, Professional Services Contract) to provide extension services, with said agreement to be for the period January 1, 2021 through December 31, 2021.

**BE IT FURTHER RESOLVED** that the County's portion for said Agreement is increased to \$89,841 (eighty-nine thousand eight hundred forty-one dollars), an increase of \$753.

**BE IT FURTHER RESOLVED** that the county's portion reflects a contribution toward the compensation for two extension agents (faculty) as well as one administrative professional.

**BE IT FURTHER RESOLVED** that currently the County Director position is held by Debbie Williams, and although the Extension Faculty position (one of the two positions referenced above) remains vacant, Washington State University Extension has indicated that filling that position is a priority.

**BE IT FURTHER RESOLVED** that it is the intent of this Board that, subject to separate approval, monies for the second Extension Faculty position will not be expended for anything other than that position in the 2021 County Budget.

*Passed this 16<sup>th</sup> day of **November, 2020** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Diane L. Harris, Clerk of the Board

\_\_\_\_\_  
Gregory A. Tompkins, Chairman, District 3

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

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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

**MEMORANDUM OF AGREEMENT**

**Between**

**WASHINGTON STATE UNIVERSITY EXTENSION**

**And**

**Walla Walla County**

**APPENDIX A**

The following funds will be provided under this Memorandum of Agreement for the period January 1, 2021 through December 31, 2021 to provide an extension program.

Federal Funds	\$ <u>0</u>	Non-Federal Funds	\$ <u>89,841</u>
		TOTAL FUNDS	\$ <u>89,841</u>

It is understood that non-Federal funds provided by the County in support of this agreement may be identified by WSU as match for Federal capacity program (Hatch Act, Smith-Lever Act, etc.) funds received by WSU to support Extension activities.

_____	Date	_____	Date
Vicki McCracken		County Commissioners	
Extension Director			
WSU Extension			

\_\_\_\_\_ Date  
 Daniel G. Nordquist  
 Associate Vice President  
 Office of Research Support & Operations

INTERAGENCY AGREEMENT  
 Between  
 WASHINGTON STATE UNIVERSITY EXTENSION  
 And  
 Walla Walla County

**APPENDIX A**  
**Detail**

Professional Services Contract

The following individuals will be jointly funded under this Memorandum of Agreement through a WSU Personal Services Contract for the period January 1, 2021 through December 31, 2021.

Number		\$ Amount for County Portion
<u>1</u>	County Director *	\$ <u>24,998</u>
<u>1</u>	Extension Faculty	\$ <u>23,179</u>
<u>1</u>	Administrative Professional	\$ <u>41,664</u>
<u>          </u>	Classified Staff	\$ <u>          </u>
<u>          </u>	Time-Slip (Hourly)	\$ <u>          </u>
	<b>Total</b>	<b>\$ <u>89,841</u></b>

\*Includes department head responsibilities for one Extension Educator.

November 5, 2020

Jesse Nolte  
Chief Civil Deputy Prosecuting Attorney  
Walla Walla County Prosecuting Attorney's Office  
240 W. Alder Street, Suite 201  
Walla Walla, WA 99362

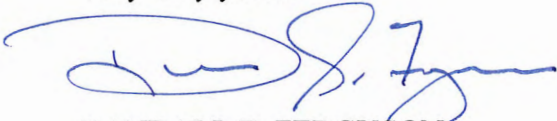
Re: Eureka Radio Site Lease

Dear Mr. Nolte:

Enclosed is the **original** Eureka Radio Site Lease Renewal that has been executed by my clients William and Michal Rieckmann. After obtaining the other required signatures, please return to me an executed copy of the renewal.

Thank you for your assistance in this matter. Please contact me if you have any questions.

Very truly yours.



RANDALL E. FERGUSON  
Attorney at Law

REF:ljs  
Enclosure

cc: William and Michal Rieckmann

## RENEWAL OF LEASE AGREEMENT

This lease Renewal is made this \_\_\_\_ day of \_\_\_\_\_, 2020 by and between William H. Rieckmann and Michal S. Rieckmann, lessors, and the County of Walla Walla, lessee.

WHEREAS, a current lease agreement dated April 11, 2011 exists by and between William H. Rieckmann and Michal S. Rieckmann, lessors, and the County of Walla Walla, lessee, for the purposes of maintaining a radio tower; and

WHEREAS, the lease expires on February 28, 2021; and

WHEREAS, Walla Walla County has the option to renew the lease for three five-year-terms by giving notice not less than 60 days before the expiration of the lease; and

WHEREAS, Walla Walla County has given notice to renew the lease for the first five-year term;

NOW THEREFORE:

For and in consideration of the mutual covenants, agreements, and stipulations contained herein, the parties agree as follows:

1. It is agreed that the above-referenced Lease Agreement is hereby renewed for an additional five (5) year term commencing March 1, 2021 and terminating February 28, 2026.
2. Beginning March 1, 2021 and during the term of the renewal, the rent shall be increased to Two Thousand Three Hundred Ten Dollars (\$2,310) per year, which rent shall be due on or before February 28 of each year of the lease term. Walla Walla County will make the first payment on February 28, 2021.
3. Counterparts: This lease extension and assignment of lease may be executed in two or more counterparts on the document or via facsimile, each of which such signatures shall be deemed an original, but all of which shall constitute but one and the same instrument.
4. Except as provided herein, all other terms and conditions of the lease dated April 11, 2011, between the parties hereto shall remain in full force and effect.

IN WITNESS THEREOF, the parties have hereunto set their hands the day and year first above written.

WILLIAM H. RIECKMANN, LESSOR

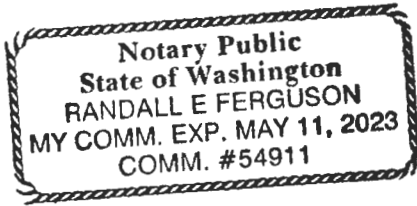
Dated November 5, 2020

By: William H. Rieckmann

William H. Rieckmann  
P.O. Box 607  
Hillsboro, Oregon 97123  
(503) 640-4441

I certify that I know or have satisfactory evidence that William H. Rieckmann is the person who appeared before me, and said person acknowledged that he signed this instrument and acknowledged it to be his free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: Nov. 15, 2020



[Signature]  
Notary Public for the State of Washington  
Residing at: Vancouver  
My appointment expires: Nov 11, 2023



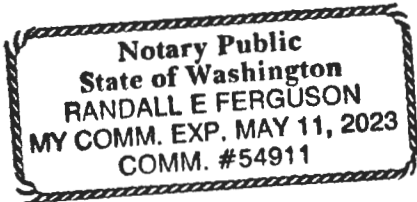
MICHAL S. RIECKMANN, LESSOR

Dated Nov. 5, 2020

By: Michal Rieckmann  
Michal S. Rieckmann  
P.O. Box 607  
Hillsboro, Oregon 97123  
(503) 640-4441

I certify that I know or have satisfactory evidence that Michal S. Rieckmann is the person who appeared before me, and said person acknowledged that she signed this instrument and acknowledged it to be her free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: Nov. 5, 2020



[Signature]  
Notary Public for the State of Washington  
Residing at: Vancouver  
My appointment expires: 11/11/2023

**ATTEST:**

**COUNTY OF WALLA WALLA, LESSEE**

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Diane Harris, Clerk

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Greg Tompkins, Chairman  
Walla Walla County Commissioner

**COUNTY COMMISSIONERS (continued)**

**f) Consent Agenda Items (Continued):**

- 4) Execute Amendment Original Agreement –  
AV Capture All
- 5) Payroll action and other forms requiring  
Board approval

**g) Action Agenda Items:**

- 1) County vouchers/warrants/electronic  
payments as follows: totaling 4224224  
in the amount of \$23,856.84 (draw taxes)
- 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



**AMENDMENT**  
**ORIGINAL AGREEMENT - AV Capture ALL**

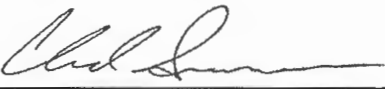
AV Capture All, Inc., hereinafter called "Licensor", and Walla Walla County, WA, hereinafter called "Subscriber," agree to amend agreement "AV Capture All," as set forth below under "Terms of Amendment".

TERMS OF AMENDMENT: Licensor will add **Agenda Builder** software to Subscriber's current Legislative subscription plan. The Agenda Builder software will be FREE of charge for six months while Subscriber evaluates the product. If Subscriber wishes to continue using the software, the current subscription will increase from \$298/Mo to \$499/Mo, billed annually. The invoice will be pro-rated from 6/1/2021. If Subscriber decides not to continue using Agenda Builder after 5/31/2021, no price increase will happen to the current subscription.

All other terms and conditions of the original contract shall remain in effect.

**AV Capture All, Inc.**

**Walla Walla County, WA**

By: 

Print Name: Chad Swanson

Title: CEO

Date: 11/09/2020

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**10:15**

**PUBLIC WORKS DEPARTMENT**

**Tony Garcia**

- a) Department update and miscellaneous

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



To: Board of County Commissioners

From: Tony Garcia Morales, P.E. – Public Works Director/County Engineer

Date: 10 November 2020

Re: Director's Report for the Week of 9 November 2020

**Board Action: 16 November 2020**

**Resolutions:**

**In the Matter of Signing a Local Agency A&E Professional Services Agreement for Design Engineering Services for Seven Mile Bridge**

**ENGINEERING:**

- Peppers Bridge Road: Working on right of way plan and environmental documents.
- Wallula Ave./Gose Street Roundabout: Working on geometric design.
- Mill Creek Road MP 1.1 to MP 3.96: Working on right of way acquisition.
- Middle Waitsburg Road MP 6.1 to MP 7.92: Working on right of way acquisition.
- Miscellaneous: Working on grant application for Federal Land Access Program (FLAP). Funding available for projects on roads that access federal lands.

**MAINTENANCE/FLEET MANAGEMENT:**

- South and North Road crews working on routine maintenance.
- Garage working on routine maintenance.
- Vegetation/Signs: Working on routine maintenance.

**ADMINISTRATION:**

- Working on the first review of applicants for Mechanic I/II, Vegetation Traffic Control Worker and Maintenance Tech I.
- Working with Commissioner Kimball to incorporate the fleet from Fairgrounds into ER&R.
- Successfully submitted the Hazard Mitigation Grant Application to the Washington Emergency Management Division. This is a very competitive grant program and expect to hear the results in March of 2021.
- Met with the Corps of Engineers to discuss the progress of the Mill Creek GI Study. The next Mill Creek Coalition meeting is scheduled for Wednesday 18 November at 3:00 pm.
- Continue to follow our Phase 2 COVID-19 Standard Operating Procedures (SOP) to help us maintain a safe work environment as we navigate these uncertain times.

10:30

COMMUNITY DEVELOPMENT DEPARTMENT

Lauren Prentice

- a) Department update and miscellaneous



# Walla Walla County Community Development Department

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

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To: Board of County Commissioners  
From: Lauren A. Prentice, Director  
Agenda Date: November 16, 2020  
RE: Department Update

## ***Building Permit Applications***

Approximately 40 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.

## ***Decisions Issued***

BLA20-002, Konen Properties, LLC. Boundary line adjustment on Teal Road. Type 1 Decision (administrative): Approved w/conditions.

BLA20-014, Brandon and Nacole Watts. Boundary line adjustment at 126 Red Hawk Road. Type 1 Decision (administrative): Approved w/conditions.

VAR20-008, Side and Rear Yard Adjustment for residential accessory building at 1830 S. Wilbur Avenue, Morgan McCaughan and Katherine Baskin. Type 2 Decision (administrative): Approved w/conditions.

WP20-003, Winery/Brewery Permit for Type 1 Brewery at 1570 Beet Road, Five Dollar Ranch Brewing Company, LLC. Type 1 Decision (administrative): Approved w/conditions.

## ***Miscellaneous Updates and Meetings***

- Planning Staff attended the American Planning Association (APA) Inland Empire Section Conference on November 5.
- Met with WSDOT representatives regarding Touchet River Bridge US-12 project to provide clarification on Floodway/Floodplain regulations.
- Met with Public Works staff on November 3 to discuss coordination between departments, specifically development permit review.
- PRE20-057, Preapplication meeting for Nelson Construction Office addition at 665 Stinson (November 10).
- Building staff in the process of training for new State energy code requirements which go into effect in early 2021.
- Building Official Robert Grandstaff completed Fire Alarm Testing training.
- 214 TRAKiT Reviews completed in the last 14 days.
- 141 Inspections scheduled in the last 14 days.



10:45

TECHNOLOGY SERVICES DEPARTMENT

Chad Goodhue

a) **Action Agenda Items:**

- 1) Proposal 2020 11-16 TSD  
Request to set date of public  
hearing to declare certain  
technology equipment as surplus

b) Department update and miscellaneous

11:00

**DEPARTMENT OF COMMUNITY HEALTH**

- a) COVID-19 update and miscellaneous

11:15

**FACILITIES MAINTENANCE**

**Robert Henry**

**a) Action Agenda Item:**

- 1) Proposal 2020 11-1609 MAINT  
Decision to add additional  
custodian position for Facilities  
Maintenance department

**b) Department update and miscellaneous**

- 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 – Chief Finance Manager for Auditor’s Office

**11:45**

**COUNTY COMMISSIONERS**

- a) Discussion and decision re: 2020 property tax levies as follows:
  - County Road
- b) Miscellaneous business to come before the Board

**12:00**

**RECESS**

- a) 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))

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

**- 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.*