

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 19, 2021

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 wwccommissioners@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 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)
- e) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
 - 2) Review vouchers/warrants/electronic payments
- f) **Consent Agenda Items:**
 - 1) Resolution - Minutes of County Commissioners' proceedings for April 12 and 13, 2021
 - 2) Resolution – Approving out of state travel for Chief Deputy Treasurer Lisa Stober
 - 3) Resolution – Appointment to the Walla Walla County Board of Equalization (Watts)
 - 4) Payroll action and other forms requiring Board approval
- g) **Action Items:**
 - 1) County vouchers/warrants/electronic payments as follows: 4228548 in the amount of \$22,533.89 (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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
OUT OF STATE TRAVEL FOR
CHIEF DEPUTY TREASURER LISA
STOBER



RESOLUTION NO. 21

WHEREAS, Walla Walla County Treasurer Gordon Heimbigner has requested approval for out of state travel to allow his Chief Deputy Treasurer Lisa Stober to attend the Harris Govern User Conference in Plano, Texas, December 6-8, 2021; and

WHEREAS, approval of the request at this time will allow Mr. Heimbigner to monitor air fare and hotel rates and make reservations at the most favorable rates; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that out of state travel as outlined above is approved.

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

BE IT FURTHER RESOLVED that any personal travel costs shall be the responsibility of Mr. Heimbigner and/or Ms. Stober.

*Passed this 19th day of **April, 2021** 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

Todd L. Kimball, Commissioner, District 2

Jennifer R. Mayberry, Commissioner, District 1

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

**WALLA WALLA COUNTY
Employee Travel Authorization**

Date of Request April 13, 2021

Employee Attending: Lisa Stober	Estimate of Cost (Includes all costs even prepaid)	
	Transportation	
	<input checked="" type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input type="checkbox"/> County Vehicle	\$ 200.00
	<input type="checkbox"/> Private Vehicle _____ miles @ _____	\$
Meeting/Training: Start time/date: 8:00am 12/16/21 End time/date: 12:00 12/8/21	<input type="checkbox"/> Rental Car <input checked="" type="checkbox"/> Cab/Bus Shuttle ?	\$
Location: City: Plano State: TX	Lodging	
Title of Meeting/Training: See attached (Attach agenda/training brochure)	3 night(s) @ \$165.00 +TAX	\$ 559.35
	Meals	
Departure Date: 12/5/21 Time: 6:10am	Breakfast(s) 3 @ \$13.00	\$ 39.00
Return Date: 12/8/21 Time: 11:44pm	Lunch(s) 3 @ \$13.00	\$ 39.00
	Dinner(s) 3 @ \$23.00	\$ 69.00
Place of Lodging: Hilton Dallas/ Plano	Registration/Tuition	
	Cancel Date:	\$ 440.00
Phone Number: 469-353-5000	Total Expenses	\$1,346.35

Credit Card Use: Yes No Date Needed: Already have

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck.

Lisa Stober
Signature of Employee Date: 4/13/2021

Recommended: Yes No
Date: _____

Supervisor Signature

Out-of-State Travel: Yes No
(Attach Resolution)

Approved: Yes No
[Signature]
Elected Official/Department Head Date: 4/13/2021

Memo

To: Board of County Commissioners
From: Gordon Heimbigner
Date: April 13, 2021 *GH*
Re: Out of State Travel for Harris Govern User Conference

I would like to request approval for out of state for Lisa Stober to attend the Harris Govern User Conference December 6-8, 2021 in Plano, TX. Anticipated travel date to Plano is December 5.

This conference will be paid for out the Treasurer's office current expense fund. Lisa has a credit on Alaskan Airlines from the cancelation of the GIOA conference last year. I have funds in the travel budget as this year's County Treasurer's conference has been cancelled.

We have never attended this conference and Harris is rolling out a new PACS Platform Upgrade. It will also be good as Lisa is the user group chair for WA. I also spoke with Chad about the conference and Chad thought it would be beneficial.

I am asking this far in advance so we can monitor airfare and try to get it at the lowest rate possible and that we can get the "early bird" pricing on registration.

SHARE:

[Join Our Email List](#)

[Having trouble viewing this page click here](#)

We're Not Virtual!



See You In-Person!

No, that's not an April fool's joke, we're totally serious! We're so excited to be able to have the Harris Govern User Conference in-person this year and see everyone. It's been a long year and this is something all of us here at Harris Govern are looking forward to.

Don't Miss Out!

Registration Opens May 1st!

We are excited to announce that registration for the Harris Govern User Conference will be open **May 1st**, so mark your calendars!



**Mark Your
Calendar**

Registration Costs

Early Bird Registration is \$440.00 per person. Be sure to register early so you do not miss out on this special pricing!

Hotel Reservations

The hotel block for the Harris Govern User Conference at the Hilton Dallas/Plano Granite Park in Plano, Texas is now open!

[Click here to reserve your hotel room](#)

SAVE THE DATE

Harris Govern USER CONFERENCE



December 6-8, 2021
Hilton Dallas/Plano Granite Park



HARRIS
GOVERN

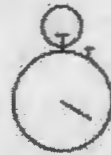
Our Solutions:

CAMA | TAX | Mobile
IT | GIS | Online Services

Learn more

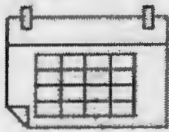
about the New PACS Platform Upgrade

Dec 6-8, 2021



Harris Government is officially

Announcing our User Conference!



**Don't miss out on this opportunity
to network with colleagues and
see everything your software has
to offer!**

For questions contact Bobbie Fockler at bfockler@harriscomputer.com
Phone: (972) 265-7300 (x77206)

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPOINTMENT
TO THE WALLA WALLA COUNTY
BOARD OF EQUALIZATION
(WATTS)



RESOLUTION NO. **21**

WHEREAS, pursuant to RCW 84.48.010 the county legislative authority shall form a board for the equalization of assessment of the property of the county; and

WHEREAS, RCW 84.48.014 provides that the board of equalization of each county shall consist of not less than three nor more than seven members and that such members shall be appointed by a majority vote of the legislative body and shall be selected based upon the qualifications established by rule by the Department of Revenue and shall not be a holder of any elective office nor be an employee of any elected official; and

WHEREAS, the county legislative authority may itself constitute said board or may appoint members to serve on the board; and

WHEREAS, the Board of Commissioners of Walla Walla County has deemed it to be in the best interest of the citizens of the county of Walla Walla to form a fair and impartial board of equalization; and

WHEREAS, current member Pamela Ray submitted notice of her resignation; and

WHEREAS, the vacancy was publicly advertised and one application was received for appointment to this Board; now therefore

BE IT HEREBY RESOLVED that the appointment of Tish Watts to the Walla Walla County Board of Equalization shall be and is hereby formalized.

BE IT FURTHER RESOLVED that the term of said appointment shall be for three years, 2021, 2022, and 2023, pursuant to statute, or until said appointment is voided.

*Passed this 19th day of **April, 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

Todd L. Kimball, Commissioner, District 2

Jennifer R. Mayberry, Commissioner, District 1
*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

a) **Consent Agenda Items:**

- 1) Resolution – Signing an agreement for on-call Archaeological Consultant Services with Plateau Archaeological Investigations, LLC
- 2) Resolution – Signing an agreement for on-call Material Testing Services with Atlas/Material Testing & Inspection
- 3) Execute a final report accepting the Mill Creek Road Improvements Project as complete

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING AN
AGREEMENT FOR ON-CALL
MATERIAL TESTING SERVICES
WITH ATLAS/MATERIAL TESTING
& INSPECTION



RESOLUTION NO. 21

WHEREAS, material testing services are required for various projects; and

WHEREAS, Walla Walla County does not have the personnel or equipment available to provide material testing for projects; and

WHEREAS, a consultant has been selected to provide On-Call Material Testing Services for a period of one year; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners they do hereby enter into an agreement for on-call material testing services with Atlas/Material Testing & Inspection and the Chair of the Board shall sign the same in the name of the Board.

*Passed this 19th day of **April, 2021** 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

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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING AN
AGREEMENT FOR ON-CALL
ARCHAEOLOGICAL
CONSULTANT SERVICES WITH
PLATEAU ARCHAEOLOGICAL
INVESTIGATIONS, LLC



RESOLUTION NO. 21

WHEREAS, archaeological services are required for various projects; and

WHEREAS, Walla Walla County does not have the personnel, expertise or equipment available to provide archaeological services for projects; and

WHEREAS, a consultant has been selected to provide archaeological services for a period of one year; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners they do hereby enter into said agreement with Plateau Archaeological Investigations, LLC for archaeological services and the Chair of the Board shall sign the same in the name of the Board.

*Passed this 19th day of **April, 2021** 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

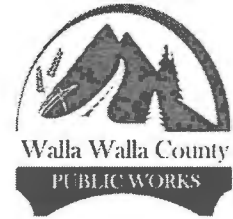
Gregory A. Tompkins, Chairman, District 3

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**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: 14 April 2021

Re: Director's Report for the Week of 12 April 2021

Board Action: 19 April 2021

Resolutions:

In the Matter of Signing an Agreement for On-Call Archaeological Consultant Services with Plateau Archaeological Investigations, LLC

In the Matter of Signing an Agreement for On-Call Material Testing Services with Atlas/Material Testing and Inspection

Miscellaneous:

In the Matter of Signing a Final Report Accepting the Mill Creek Road Improvements Projects as complete

ENGINEERING:

- Arch Bridge: Working on project design.
- Wallula/Gose: Working on plan sheets.
- Middle Waitsburg Road MP 6.1 to MP 7.92: Working on right of way.
- Mill Creek Road MP 1.1 to MP 3.96: Working on right of way.
- Fishhook Park Road: Setting controls for survey.
- Peppers Bridge Road: Reviewing right of way administrative offer summaries.
- Abbott Road Sidewalk: Working on resolving utility conflicts.

MAINTENANCE/FLEET MANAGEMENT:

- Crews working on spring maintenance and chip seal prep.
- Signs and Vegetation crew spraying as weather allows.
- Garage working on routine maintenance.
- Top course and base course gravel deliveries going well.

ADMINISTRATION:

- Conducted our weekly Staff, Engineering and Road Operations meetings.
- Interviewing for the Accounting Tech II position and Maintenance Tech I positions.
- Attended a meeting with the Corps of Engineers and Emergency Management on evacuation readiness.
- Conducted our Chip Seal Technical meeting to go over this year's Chip Seal plan.
- Met with the Sheriff's Office to discuss their Equipment Rental and Revolving (ER&R) program and their fleet.
- Had multiple meetings with Tech Services to go over the migration of our technology systems.
- Met with Commissioner Mayberry to discuss Public Works in general.

a) Action Agenda Items:

1) Proposal 2021 04-19 CDD Approval of Junk Tire Amnesty Events funded by the Department of Ecology

b) Department update and miscellaneous

To: Board of County Commissioners
From: Lauren Prentice, Director
Date: April 19, 2021
Subject: Junk Tire Amnesty Events

Proposal 2021 04-19 CDD

Intent

Gain approval from the Board for Code Compliance Officer to assist with upcoming tire amnesty events, which will be funded by the Department of Ecology.

Attachments

1. Advertisement for April 24-25, 2021 Tire Amnesty Events (part of Take Back Weekend), Walla Walla/College Place area
2. Advertisement for May 1, 2021 Tire Amnesty Event, Burbank

Background/Summary

The Community Development Department has previously coordinated waste tire amnesty events, which are funded through a Washington State Department of Ecology grant program. This year, the City of Walla Walla also contacted the Department of Ecology with an interest in coordinating an event and Ecology encouraged the City and the County to work together on organizing an event for County residents. City of Walla Walla Code Enforcement took the lead on organizing two-day events in Walla Walla and College Place and working with the company who collects the tires and the Department of Ecology. The City has arranged for the tire amnesty to occur concurrently with other take back events as described in the attached flyer.

To ensure that Western Walla Walla County residents have an opportunity as well, a one-day event has been planned at the Burbank Fire Station on May 1. Since neither of these events would be hosted on property owned by the County and are funded by the Department of Ecology, the only contribution by the County this year would be assisting with public notification and volunteering time (paid by the County) from Code Compliance Officer Karey Reisdorph.

- Saturday, April 24, 10-2, at the Walla Walla Police Department, 54 E. Moore Street
- Sunday, April 25, 10-2, at College Place Walmart (southeast corner of parking lot)
- Saturday, May 1, 9-3, at Fire District 5 Station, 460 W. Humorist Road, Burbank

Policy Impact

Assisting with and supporting these tire amnesty events facilitates a free opportunity for County residents to dispose of junk tires which is a common code enforcement issue.

Cost and Source of Funding

As stated above, no additional funding is needed. The proposed contribution will be covered by the Code Compliance Officer's salary and potentially a small amount of the Department's advertising budget if needed for the Burbank event.

Submitted by:

Lauren Prentice, Director
Community Development Dept.
Date prepared: April 13, 2021

Disposition:

- Approved
- Approved with modifications
- Needs follow up information
- Denied

Chair Signature

Date

Take Back Weekend

Saturday, April 24th, 10-2, at the Walla Walla PD
54 E Moore St in Walla Walla

Sunday, April 25th, 10-2, at College Place Walmart
South East Corner in the Walmart parking lot

<p>Drug Take Back Unused / Expired Drugs</p> <p>NO Oxygen Containers! NO Chemotherapy Drugs! NO Mercury thermometers! NO Radioactive Substances! NO Sharps mixed in with Drugs!</p> 	<p>CI Shred Truck Fundraiser \$\$</p> <p>Your monetary donation will benefit Walla Walla Area Crime Watch</p> 	<p>Price Computers on site to take your Discarded computers / electronics for Safe and Secure Disposal</p> 	<p>Junk Tire Disposal WW County Residents Only! Hours of Operation 10-4 - LIMITED TO 16 TIRES ONLY per household NO RIMS! No businesses No farm tires or semi-truck tires</p> <p>Needles & Sharps Dumpster will be available</p>
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Due to Covid all take back items must be placed in the trunk of your vehicle or the bed of your pickup.

Volunteers will be standing by to grab the materials from your vehicle.

Shred Material is limited to 4 grocery bags or up to 3 standard boxes limit or call 520-3735.




Please call if you have questions: Vicki— 509-520-3735



Take Back Weekend

Saturday, April 24th, 10-2, at the Walla Walla PD
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Please call if you have questions: Vicki— 509-520-3735



Fin de semana de devoluciones

Sábado, 24 de abril, 10-2pm, en el Walla Walla PD

54 E Moore St en Walla Walla

Domingo, 25 de abril, 10-2pm, en CP Walmart

Esquina sureste en el estacionamiento de College Place Walmart

Devolución de medicamentos

Medicamentos caducados / no utilizados

¡NO medicamentos de quimioterapia!

¡NO termómetros de mercurio!

¡NO se permiten objetos punzantes mezclados con drogas!

¡NO sustancias radioactivas!

¡NO contenedores de oxígeno

Camión Triturador

\$ Recaudador de Fondos \$

¡WW Area Crime Watch está aceptando donaciones en el Shred Truck!



Price Computers

Desecho seguro de **COMPUTADORAS Y ELECTRÓNICOS** ACEPTADAS



Eliminación de llantas chatarra

Horas de funcionamiento 10-4 llantas solamente

Solo para residentes del condado de Walla Walla

16 llantas por familia

No se reciben llantas de negocios ni llantas para camiones

Agujas y objetos punzantes

¡El contenedor de basura estará disponible!

Debido a las restricciones de Covid, todos los artículos de devolución deben colocarse en el maletero de su vehículo.

Si usted tiene más de 4 bolsas de supermercado de papel, por favor llame al 509-520-3735 (Vicki)



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Camión Triturador

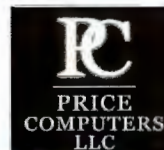
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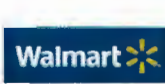
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Si usted tiene más de 4 bolsas de supermercado de papel, por favor llame al 509-520-3735 (Vicki)





Walla Walla County Tire Amnesty Day

May 1, 2021
9am-3pm

Location:

Walla Walla County Fire District 5
460 W. Humorist Rd Burbank, WA

15 Regular Size Car, Pickup or Motorcycle Tires. *No tractor, large truck, tires over 36" or tires on wheels will be accepted.*
Open to Walla Walla County Residents Only

a) **Action Agenda Items:**

- 1) Resolution – Approving out of state travel for Fair Board and Fair Court Members and others for 2021
- 2) Proposal 2021 04-19 Fair Approving bid acceptance proposal for full-service advertising agency for Walla Walla Fair and Frontier Days

b) Department update and miscellaneous

Walla Walla County Fairgrounds

September 1-5, 2021

Greg Lybeck, CFE

General Manager



Walla Walla Board of County Commissioners

Department Head Report

April 19, 2021

A. Fairgrounds Department Staffing

- Employee Maintenance- We have filled our open maintenance person with Nicholas Smolkowski. He was an on call employee the past few years and has some fair experience. He will start in a few weeks.

B. Grounds Update:

- Rental Rates- The new rates are now in place and all new business will contract with the new rates. We have sent out a letter to our annual renters letting them know about the change.
- DOC Work crew – Hoping to get this contracted soon so we can get the crew to work. We have some catching up to do.
- Both courts and vaccination clinic are going well. We bid fencing material to go around the courts equipment and have the low bids and will be purchasing soon. It will be needed in mid-May.
- Arborvitaes on Tietan Street- They were overly pruned last year, and we are looking at what can be done to save them. Larry will be meeting with Lorne to develop a plan.

C. Walla Walla Fair 2021:

- COVID Fairs/Special Events/Parades- we are working as a team to determine how this plan from the Governor's office will work for us.
- Big 4 Rodeo Update- We had our Big 4 Rodeo partners meeting on April 10th. It was a great meeting and much discussed. All rodeos are planning for full events currently.
- Security- We have been meeting with the Sherriff's office and private security companies to put together a plan for this year's fair. Many of the police departments that have supported us in the past will not be able to help this year. We have met with Crowd Management Services, Phoenix Security and Allied Universal Event Services so far. We will be putting together an RFP after working with the Sheriff's Department on our needs.
- Advertising Firm- decision is made and we are looking for approval to enter a contract with them.
- WSDA Fair funding is moving forward in the WA Legislature, goes to the House next.

D. Fairgrounds Physical Plant Improvement and Maintenance

- Electronic reader board- Purchase was approved. Next phase is to go out to bid to find a company to build and install. Dick Moeller and Terry Atchison have been working hard to have it ready for who gets the bid to install the sign. They work so hard on projects and save us a lot of money.

E. Fair Board:

- Board meeting is tomorrow night and will be in person in the Community Center or online.

F. Budget:

- WW Port District Grant- We have received a \$2,000.00 grant to use to attract visitors to our fair from 50 miles or more away that will use hotel rooms.

**11:00 DEPARTMENT OF COMMUNITY HEALTH/
BOARD OF HEALTH**

**Dr. Kaminsky
Nancy Wenzel**

a) COVID-19 update and miscellaneous

11:15 COUNTY COMMISSIONERS

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

11:30 RECESS

1:30 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))

- 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 – Facilities Maintenance Technician for Facilities Maintenance 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))

- 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.