

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 25, 2014

(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 August 18 and 19, 2014
- 2) Resolution _____ - Proclaiming September 2014 as National Preparedness Month
- 3) County warrants as follows: 4155462 through 4155750, totaling \$675,810.45, and 4155765 through 4155766, totaling \$149,571.00 (ER&R)

Pages 2-3

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
PROCLAIMING SEPTEMBER,
2014 AS NATIONAL
PREPAREDNESS MONTH



RESOLUTION NO.

WHEREAS, since its inception in 2004, "National Preparedness Month" has been utilized by local, state, and federal emergency preparedness agencies and representatives as a time to encourage Americans to take simple steps to prepare for emergencies in their homes, businesses, and communities; and

WHEREAS, disasters can strike at any time without warning, and all communities and families need a plan to be prepared for emergencies, whether it is a house or other fire, flood, earthquake, or other event creating a risk to individuals, their families, their homes and property, or communities; and

WHEREAS, investing in the preparedness of ourselves, our families, businesses, property and communities can reduce fatalities and economic devastation locally and in our nation; and

WHEREAS, "National Preparedness Month" creates an important opportunity for every resident of Walla Walla County to prepare their homes, businesses, and communities for any type of emergency including natural disasters and potential terrorist attacks; and

WHEREAS, it is appropriate to recognize the value of encouraging all citizens to be prepared by designating National Preparedness Month; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they shall sign a proclamation declaring September, 2014 as National Preparedness Month.

*"Passed this **18th day of August, 2014** 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

Gregory A. Tompkins, Commissioner, District 3

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

PROCLAMATION

WHEREAS, "National Preparedness Month" creates an important opportunity for every resident of Walla Walla County to prepare their homes, businesses, and communities for any type of emergency including natural disasters and potential terrorist attacks; and

WHEREAS, investing in the preparedness of ourselves, our families, businesses, and communities can reduce fatalities and economic devastation in our communities and in our nation; and

WHEREAS, the Federal Emergency Management Agency's *Ready* Campaign, Citizen Corps, and other federal, state, local, tribal, territorial, private, and volunteer agencies are working to increase public activities in preparing for emergencies and to educate individuals on how to take action; and

WHEREAS, emergency preparedness is the responsibility of every citizen of Walla Walla County and all citizens are urged to make preparedness a priority and work together, as a team, to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type; and

WHEREAS, all citizens of Walla Walla County are encouraged to participate in citizen preparedness activities and asked to visit the websites of the *Ready* campaign at Ready.gov or Listo.gov (in Spanish) and Walla Walla County Emergency Management Department's website at www.wwemd.info and become more prepared.

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they hereby proclaim September as

"National Preparedness Month"

and encourages all citizens and businesses to develop their own emergency preparedness plan, and work together toward creating a more prepared society.

Dated this 25th day of August, 2014, at Walla Walla County, Washington.

BOARD OF COUNTY COMMISSIONERS WALLA WALLA COUNTY, WASHINGTON

James K. Johnson, Chairman

Attest:

Perry L. Dozier, Commissioner

Connie R. Vinti, Clerk of the Board

Gregory A. Tompkins, Commissioner

COUNTY COMMISSIONERS (continued)

- e) **Consent Agenda Items (continued):**
 - 4) Payroll action and other forms requiring Board approval

- f) **Action Agenda Items:**
 - 1) Proposal 2014 08-25 COMM
Approval of bid award for certain nuisance abatement projects identified as 1, 2 and 3 at 2344 Old Milton Highway, Walla Walla to Harry Johnson Plumbing & Excavation, Inc. for a combined bid total of \$13,544.02

- 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

Pages 5-11



MEMO

Date: 8/19/14

Proposal ID. 2014 08-25 COMM

To: BOCC

From: Diane Harris, Commissioners' Office

Intent – Award bid

Topic – Bid Award for nuisance abatement projects 1, 2 and 3 at 2344 Old Milton Highway, Walla Walla, WA

Summary

The Walla Walla Joint Community Development Agency, on behalf of Walla Walla County, requested bids via email from three companies to provide abatement of overgrown vegetation, garbage and rubbish, and secure all structures on the property located at 2344 Old Milton Highway, Walla Walla, WA. The following bidder returned the only response received for the requested projects:

Harry Johnson Plumbing and Excavation, Inc.

Project 1 - \$5,087.16 (includes tax)

Project 2 - \$4,195.82 (includes tax)

Project 3 - \$4,261.04 (includes tax)

TOTAL \$13,544.02

Cost

Total cost of \$13,544.02 (includes tax)

Funding

Fund 10100 Community Development

Conclusion/Recommendation

Recommend that the Board of County Commissioners approve the bid award and authorize Chairman Jim Johnson to proceed with signing a contract with Harry Johnson Plumbing & Excavation, Inc. for the three nuisance abatement projects at 2344 Old Milton Highway, Walla Walla, WA

Submitted By

Disposition

Diane Harris, Administrative Assistant 8/19/14

Approved

Name Department Date

Approved with modifications

Needs follow up information

Signature

Denied

BOCC Chairman

Date

Additional Requirements to Proposal

Modification

Follow Up

Walla Walla Joint Community Development Agency

Walla Walla Joint Community Development Agency
Code Compliance
55 E Moore St
Walla Walla, WA. 99362

August 8, 2014

Walla Walla Joint Community Development Agency, on behalf of Walla Walla County, is requesting quotes utilizing the limited public works procedures for the following three projects at 2344 Old Milton Highway Walla Walla, WA. 99362.

Scope: Abatement of overgrown vegetation, garbage and rubbish, and secure all structures on the property.

1. Secure all open and unsecured buildings; house, well house pole building/garage on the property. Board up all windows and doors using ½ inch plywood to secure all doors and windows, making sure not to damage the structures any further.
2. Clean up all garbage/rubbish; paper, plastic, metal, wood, tree limbs, brush etc., around the property and inside the pole building/garage. Dispose of all garbage and rubbish at the City/County landfill.
3. Abate all overgrown vegetation; lawn and tall weeds at the entrance to the residence, the yard surrounding the house, and the back acreage.

Quotes for each of the above three projects must be submitted separately. Contractors may submit quotes for one, two, or all of the above projects. The County Commissioners may award for all three projects or one or two of them. The quotes will need to include all equipment and materials, state sales tax, permits, labor at prevailing rate wages, and all other related costs to compete the project. After the project is awarded to the Contractor, the project date will be determined by the County but this work will need to be completed prior to September 15, 2014. The Contractor warrants and guarantees the County that all work will be performed in a workmanlike manner, in accordance with County building codes and will not be defective. Work is defective if it is unsatisfactory, faulty or deficient in that it does not conform to these specifications, or does not meet the requirements of any inspection, reference standards, test and/or approval of the County. The Contractor will comply with all applicable provisions of RCW 39.12, in regards to making sure that prevailing wages rates are paid to complete these projects. The Contractor shall be liable for any and all damages caused by the Contractor to the County's premises. The Contractor must be licensed, insured, and bonded for the State of Washington. The Contractor must submit a Walla Walla County small works questionnaire with the quote, or be on the current small works roster. All quotes must include all applicable permits, plan fees, and state sales taxes. Payment for the projects will be made after the completion, and onsite review and approval of all work listed within this request. All paperwork required by the State of Washington in regards to submitting intent to pay prevailing wages, submission of the actual payroll reports, and all other permits and/or plan fees must be completed and provided to the County prior to payment for this project. Walla Walla County reserves the right to reject one, two or and/or all quotes received for these projects.

All quotes must be delivered to the Commissioners' Office in the Annex located at 314 West Main Street, Walla Walla, Washington located on the second floor of the building, or e-mailed to wwcocommissioners@co.walla-walla.wa.us, or by FAX 509-524-2512 prior to 3:00 pm on Friday August 15, 2014. After an award is made, the quotations shall be open to public inspection and

available by electronic request. Please mark on the front of the envelope, subject line of the e-mail, or fax cover sheet 2344 OLD MILTON HIGHWAY ABATEMENT PROJECT. If you are submitting multiple quotes for more than one of the three projects please provide a separate bid each in a separate envelope, separate fax or separate e-mail.

If you should have any questions call Curtis Likes Code Compliance Officer 509-524-4717

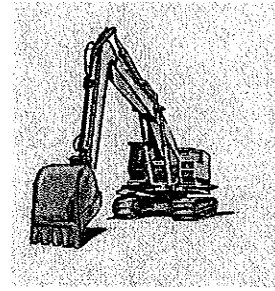
Release date August 8, 2014,

Harry Johnson Plumbing & Excavation, Inc.

605 Foster Rd.
Walla Walla, WA 99362

Phone: (509) 525-7203
Fax: (509) 529-2382

carol@hjpe.com



Licensed in Washington - Oregon - Idaho - Wyoming

To: <u>Walla Walla Joint Community Development Agency</u>	Contact: _____
Address: <u>55 E. Moore Street</u>	Phone: _____
<u>Walla Walla, WA 99362</u>	Fax: <u>509-524-4730</u>
Project Name: <u>Secure Structures</u>	Bid Number: <u>1</u>
Project Location <u>2344 Old Milton Highway, Walla Walla, WA 99362</u>	
Bid Date: <u>08/15/2014</u>	

Ln#	Item#	Item Description	Est Qty	Unit	Unit Price	Total Price
		Secure all open and unsecured buildings; house, well house pole building/garage on the property. Board up all windows and doors using 1/2 inch plywood to secure all doors and windows, making sure not to damage the structures any further.				\$ 4,680.00
					Sales Tax (8.7%)	407.16
					Total	\$ 5,087.16

Notes:

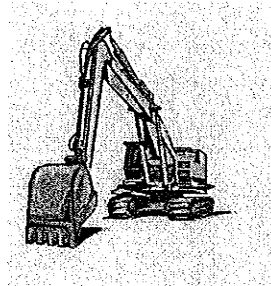
- Includes: Labor, equipment and quality control to complete the terms of work listed above.
- Excluded: Engineering, Surveying, Staking, Traffic Control, Saturday and Sunday work, and any other work not expressly listed above.
- This quote includes 1 mobilization; additional mobilizations (if required) will be at a negotiated price.
- Work to be completed during favorable weather and per a mutually approved construction schedule.
- Upon Acceptance of the terms of this proposal, sign, date, and return to Harry Johnson Plumbing & Excavation, Inc. at 509-529-2382 or via email to carol@hjpe.com. Please include a copy of your resellers' permit. In the absence of a resellers' permit, applicable sales tax will be charged.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance _____</p>	<p>CONFIRMED:</p> <p>Authorized Signature: _____</p> <p>Harry Johnson Plumbing & Excavation, Inc. 509-525-7203 carol@hjpe.com</p>
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Harry Johnson Plumbing & Excavation, Inc.

605 Foster Rd.
Walla Walla, WA 99362

Phone: (509) 525-7203
Fax: (509) 529-2382



carol@hjpe.com

Licensed in Washington - Oregon - Idaho - Wyoming

To: <u>Walla Walla Joint Community Development Agency</u>	Contact: _____
Address: <u>55 E. Moore Street</u>	Phone: _____
<u>Walla Walla, WA 99362</u>	Fax: <u>509-524-4730</u>
Project Name: <u>Clean Up Garbage</u>	Bid Number: <u>2</u>
Project Location <u>2344 Old Milton Highway, Walla Walla, WA 99362</u>	
Bid Date: <u>08/15/2014</u>	

Ln#	Item#	Item Description	Est Qty	Unit	Unit Price	Total Price
		Clean up all garbage/rubbish; paper, plastic, metal, wood, tree limbs, brush, etc. around the property and inside the pole building/garage. Dispose of all garbage and rubbish at the City/County landfill.				\$ 3,860.00
					Sales Tax (8.7%)	335.82
					Total	\$ 4,195.82

Notes:

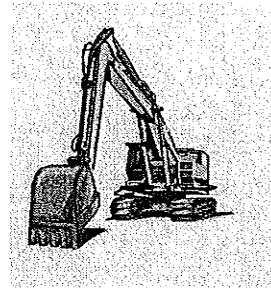
- Includes: Labor, equipment and quality control to complete the terms of work listed above.
- Excluded: Engineering, Surveying, Staking, Traffic Control, Saturday and Sunday work, and any other work not expressly listed above.
- This quote includes 1 mobilization; additional mobilizations (if required) will be at a negotiated price.
- Work to be completed during favorable weather and per a mutually approved construction schedule.
- Upon Acceptance of the terms of this proposal, sign, date, and return to Harry Johnson Plumbing & Excavation, Inc. at 509-529-2382 or via email to carol@hjpe.com. Please include a copy of your resellers' permit. In the absence of a resellers' permit, applicable sales tax will be charged.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance _____</p>	<p>CONFIRMED:</p> <p>Authorized Signature: _____</p> <p>Harry Johnson Plumbing & Excavation, Inc. 509-525-7203 carol@hjpe.com</p>
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Harry Johnson Plumbing & Excavation, Inc.

605 Foster Rd.
Walla Walla, WA 99362

Phone: (509) 525-7203
Fax: (509) 529-2382



carol@hjpe.com

Licensed in Washington - Oregon - Idaho - Wyoming

To: <u>Walla Walla Joint Community Development Agency</u>	Contact: _____
Address: <u>55 E. Moore Street</u>	Phone: _____
<u>Walla Walla, WA 99362</u>	Fax: <u>509-524-4730</u>
Project Name: <u>Abate Vegetation</u>	Bid Number: <u>3</u>
Project Location <u>2344 Old Milton Highway, Walla Walla, WA 99362</u>	
Bid Date: <u>08/15/2014</u>	

Ln#	Item#	Item Description	Est Qty	Unit	Unit Price	Total Price
		Abate all overgrown vegetation; lawn and tall weeds at the entrance to the residence, the yard surrounding the house, and the back acreage				\$ 3,920.00
					Sales Tax (8.7%)	341.04
					Total	\$ 4,261.04

Notes:

- Includes: Labor, equipment and quality control to complete the terms of work listed above.
- Excluded: Engineering, Surveying, Staking, Traffic Control, Saturday and Sunday work, and any other work not expressly listed above.
- This quote includes 1 mobilization; additional mobilizations (if required) will be at a negotiated price.
- Work to be completed during favorable weather and per a mutually approved construction schedule.
- Upon Acceptance of the terms of this proposal, sign, date, and return to Harry Johnson Plumbing & Excavation, Inc. at 509-529-2382 or via email to carol@hjpe.com. Please include a copy of your resellers' permit. In the absence of a resellers' permit, applicable sales tax will be charged.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance _____</p>	<p>CONFIRMED:</p> <p>Authorized Signature: _____ Harry Johnson Plumbing & Excavation, Inc. 509-525-7203 carol@hjpe.com</p>
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- a) 2014 Budget update and miscellaneous
- b) Possible discussion of preliminary 2015
County Budget process

10:00

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))

10:05

COUNTY COMMISSIONERS

- a) Presentation regarding Washington
Counties Insurance Fund wellness grant

10:15 PERSONNEL/RISK MANAGER

- 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) Proposal 2014 08-25 PRM
Approval to purchase Cyber Insurance through Washington Counties Risk Pool for Walla Walla County
- 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))

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MEMO

Date: 8/21/14

Proposal ID#: 2014 08-25 PRM

To: BOCC

From: Lucy Schwallie, Personnel/ Risk Management

Action Item: Cyber Insurance

Summary

The Washington Counties Risk Pool Board of Directors agreed during the Annual Meeting to sponsor a new cyber insurance program. By August 29, 2014, WWC must decide whether we are participating in the cyber insurance program, and how to apportion the premium.

Background

The Washington Counties Risk Pool Board of Directors agreed during the Annual Meeting to sponsor a new cyber insurance program. The Board of Directors actually agreed to equal apportionment of the annual premium amongst the 26 WCRP member counties, whether or not all member counties complete the web-based enrollment form that is required before the coverage is extended to the individual members. Thus, by dividing the \$95,000 (minimum) premium and State taxes and fees estimated at 2.1%, they project each WCRP member county's allocated share to be **\$3,731**.

By 5:00 p.m. Friday, August 29, 2014, each member county's authorized representative to notify the WCRP Executive Director of their county's interest in participating in the cyber insurance program and that their county has completed the web-based enrollment form.

A separate entry in the amount of \$3,731 will be added to each WCRP member county's Joint Self-Insurance Liability Program (JSLIP) invoice for Py2015 to cover the cyber insurance program's premiums and associated State taxes and fees. The composite JSILP/Cyber invoice will be sent the week immediately following Labor Day (no later than Friday, September 5, 2014) to the applicable member county's authorized representative.

Cost

\$3,731

Funding: OPTIONS:

Option A – Apportion the \$3,731 amongst all department/agencies based on L&I worker hours (similar to current Liability premiums).

Option B – Pay the \$3,731 from Current Expense.

Option C – Apportion the \$3,731 via an analysis of which department/agencies create the most “cyber risk.”

Conclusion/Recommendation: It is recommended that the County enroll in the new cyber insurance program and utilize option A for funding.

Submitted By:

Disposition

Name

Department

Accepted

Lucy Schwallie

Personnel/Risk Mgmt.

Not Accepted

BOCC Chairman: _____

Date: _____

10:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

a) Consent Agenda items:

- 1) Resolution _____ - Setting a public hearing date for Legrow Water Company for a franchise to construct, operate, and maintain a utility system within the county road right of way, in Walla Walla County, Washington

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b) Department update and miscellaneous

Page 20

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A
PUBLIC HEARING DATE FOR
LEGROW WATER COMPANY FOR
A FRANCHISE TO CONSTRUCT,
OPERATE, AND MAINTAIN A
UTILITY SYSTEM WITHIN THE
COUNTY ROAD RIGHT OF WAY,
IN WALLA WALLA COUNTY,
WASHINGTON



RESOLUTION NO.

WHEREAS, Legrow Water Company has requested a franchise to construct, operate, and maintain a utility system within the public right of way in Walla Walla County; now therefore,

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, that a public hearing date be set for September 15th, 2014 in the Commissioners' Chambers, County Public Health and Legislative Building, located at 314 West Main Street, Walla Walla, Washington, at the hour of 10:30 a.m. or as soon thereafter as such hearing may be held.

Passed this 25th day of **August, 2014** 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

Gregory A. Tompkins, 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: 20 August 2014

Re: Director's Report for the Week of 18 August 2014

Board Action: 25 August 2014

Resolutions:

In the Matter of Setting a Public Hearing date for Legrow Water District for a Franchise to Construct, Operate and Maintain a Utility System within the County Road Right of Way, In Walla Walla County, Washington

ENGINEERING:

- Mill Creek Forest Highways Project: Comments to Wetlands mitigation report provided to environmental consultant. Completing local and state environmental permit requirements.
- Taumarson Road: Awaiting Railroad deed.
- Pettybone Bridge: Fish removal complete. Waterline moved off bridge.
- Bussell Road: Finalizing right of way plans.

MAINTENANCE:

- North District began work on Walter Bridge replacement project.
- Conducted Quarterly Labor-Management Committee meeting.
- Crews conducting routine maintenance.

ADMINISTRATION:

- Briefed Congresswoman Cathy McMorris Rodgers on current condition of the Mill Creek Channel.
- Attended the WACO sponsored Public Records Training.

10:45

COUNTY COMMISSIONERS

- a) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))
- b) Review of various draft preliminary
2015 budgets under the Commissioners'
oversight (only those; no other county
office or department budget will be part
of this review)
- c) 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.