

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
TUESDAY, JULY 29, 2014

(PLEASE NOTE EARLIER START TIME)

9:00

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) 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
- f) Entrance audit meeting with representatives of the State Auditor's office regarding the 2013 County Audit
- g) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' sessions of July 21 and 22 2014
 - 2) Resolution _____ - Memorandum of Understanding between Walla Walla County and the City of Walla Walla relative to the Traffic Safety Program
 - 3) County warrants as follows: 4154602 totaling \$1,500.00 (Elections postage; 4154603 through 4154826, totaling \$760,038.22; 4036357 in the amount of \$191.89 (to replace lost check); and 4154827 in the amount of \$96.19 (Elections postage)
 - 4) Payroll action and other forms requiring Board approval

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
AUTHORIZING THE BOARD
CHAIR TO RESPOND TO STATE
DEPARTMENT OF LICENSING
SCRAP METAL LICENSE OR
RENEWAL FORMS

RESOLUTION NO.

WHEREAS, in 2013 and pursuant to RCW 19.290.110, the Washington State Legislature addressed applications for or renewals of scrap metal licenses; and

WHEREAS, a portion of said statute provides that each application or renewal form shall include, in any unincorporated area, a (3) Certificate of approval of the county legislative authority, the sheriff, or a designee, certifying that: (a) The applicant has an established place of business at the address shown on the application; (b) There are no known environmental, building code, zoning, or other land use regulation violations associated with the business being located at the address; and (c) In the case of a renewal of a scrap metal license, the applicant is in compliance with this chapter: PROVIDED, That an authorized representative of the department of licensing may make the certification described in this section in any instance; and (4) Any other information that the department of licensing may require; and

WHEREAS, the Walla Walla Joint Community Development Agency (joint agency) provides land use planning, building, permitting, code compliance services for the City of Walla Walla and Walla Walla County; now therefore

BE IT HEREBY RESOLVED by this Board of County Commissioners of Walla Walla County, as the county legislative authority, that the chair of the board shall, subsequent to receiving communication from the joint agency staff pertinent to RCW 19.290.110(3)(a)(b)(c) and (4), be authorized to provide the required certificate of approval in the manner required.

"Passed this 29th day of July, 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*

COUNTY COMMISSIONERS (continued)

h) Action Agenda Items:

- 1) Resolution _____ - Authorizing the Board Chair to respond to State Department of Licensing Scrap Metal License or renewal forms
- 2) Proposal 2014 07-29 WSU Approval for early hiring process

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A
MEMORANDUM OF
UNDERSTANDING BETWEEN
WALLA WALLA COUNTY AND
THE CITY OF WALLA WALLA
RELATIVE TO LOCATING THE
TRAFFIC SAFETY PROGRAM



RESOLUTION NO.

WHEREAS, Walla Walla County has undertaken a Traffic Safety Program, primarily funded by grants from the Washington State Traffic Safety Commission, to educate the community about traffic safety and the inherent risks of driving while under the influence of intoxicants; and

WHEREAS, the Traffic Safety Program has previously been in the organization of the Walla Walla County Department of Human Services, housed at 1520 Kelly Place in Walla Walla; and

WHEREAS, the Walla Walla County Department of Human Services and the Walla Walla County Health Department merged effective July 1, 2014, and the County will no longer have employees housed at 1520 Kelly Place; and

WHEREAS, the Traffic Safety Program provides benefits to the City of Walla Walla and Walla Walla County, and the Parties agree that locating the Traffic Safety Program in a central location easily accessible to the public in the City of Walla Walla Police Department is mutually beneficial, and a Memorandum of Understanding has been prepared for signature relative to same; now therefore

BE IT RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve said Memorandum of Understanding Between Walla Walla County and the City of Walla Walla, as outlined above, and shall sign same.

*"Passed this **29th day of July, 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*



MEMO

Date: 7-24-14

Proposal ID. 2014 07-29 WSU

To: BOCC

From: Debbie Williams, WSU Extension

Intent – Approval of early hiring process for replacement of Mary Eagon

Topic – Early hiring process

Summary

Long time Extension Office employee Mary Eagon is retiring early in September of 2014. I spoke with the BOCC about the possibility of hiring a replacement employee in a time frame that would allow some cross training by Mary Eagon. Per direction from the BOCC, I did work with the Auditor's office to determine buy-out figures and budgetary impact first. I have worked up the numbers with Susan Dombrosky's help and I will be well within my budget to have Mary's replacement start on August 18 and have some cross training with Mary. We will still be more than \$4,500 unspent in the salary, benefits, and professional services lines on 12/31/14.

Authorizing this hiring time frame will mean that I will not have to set aside my responsibilities as the chairman of the Extension Office to train this support staff person, thus making for a smoother transition and allow Mary, a valued employee with much experience and knowledge, to share that in training the new person to quickly begin to serve county citizens competently and confidently.

(Reference/for more information: See 7-24-14 email from Deborah Marie Moberg-Williams)

Cost

See summary above

Funding

WSU Extension (Agriculturist) in Current Expense fund budget

Alternatives Considered

Hire an employee with no cross training allowed

Acquisition Method

N/A

Security

N/A

Access

Risk

Benefits

Conclusion/Recommendation

Recommend that the Board of County Commissioners approve the early hiring process for replacement of Mary Eagon's position at Walla Walla County WSU Extension Office.

Submitted By

Disposition

Debbie Williams, WSU Extension 7-24-14

Approved

Name Department Date

Approved with modifications

Needs follow up information

Signature

Denied

BOCC Chairman

Date

Additional Requirements to Proposal

Modification

Follow Up

From: Moberg-Williams, Deborah Marie [<mailto:dmoberg@wsu.edu>]
Sent: Thursday, July 24, 2014 2:17 PM
To: Connie Vinti
Subject: Mary Eagon's Retirement and new hire training opportunities

Hello Connie,

I had approached the Commissioners about having some cross training with Mary Eagon's position and they asked that I check with payroll about Buy-out figures first. I have worked up the numbers with Susan's help and I will be well within my budget to have Mary's replacement start on August 18 and have some cross training with Mary. We will still be more than \$4,500 unspent in the salary, benefits, and professional services lines on 12/31 because Melanie didn't start until May 1 even if we spend up to \$3,800 toward the salary of the new hire in cross training.

What is the best approach to readdress this with the Commissioners so that I can open the position and rehire with the cross training?

I will also work with Lucy to reevaluate the position since duties have been added in the last 10 years. Since the position will most likely start at the beginning of the schedule for that level, we will have money in the budget for the remainder of this year and for 2015 budget even if Lucy feels the position needs to be adjusted slightly.

I will have to cover a lot of this position if the new hire doesn't take EDEN, WordPress, Master Gardener, Food Safety/Preservation, 4-H National Access database, and Food Sense DEWS database training. These trainings add up to about 200 hours and we will have Pre-fair, Fair, and State Fair prep during the cross-training period. The new hire will not be able to answer questions or coordinate much of the Master Gardener and Food Safety/Preservation programs until the acquire certification.

Please let me know if you have any questions.
Thank you,

Debbie M. Moberg-Williams
WSU Extension Director
Walla Walla County
509-524-2685
www.wallawalla.wsu.edu

- i) **Board Workshops:**
 - 1) Review County Planning Commission recommendations and other information regarding land use regulations/zoning for production, processing, and retail marketing of recreational marijuana, relative to I 502
 - 2) Review County Planning Commission's recommendations regarding possible changes to Walla Walla County Code Chapter 17.08.074 – Bed and Breakfast Guesthouse
- j) Miscellaneous business to come before the Board
- k) Review reports and correspondence; hear committee and meeting reports
- l) Review of constituent concerns/possible updates re: past concerns

10:15

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))

10:30

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.