

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, DECEMBER 11, 2017

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15 COUNTY COMMISSIONERS

Chairman Duncan

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) **Public Hearing (continued from December 4, 2017):**
 - 1) To consider adoption of the 2018 Walla Walla County Budget
- f) **Action Agenda Item:**
 - 1) Resolution _____ - Adopting the final Budget for fiscal year 2018 for the various County funds
- g) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' sessions of December 4 and 5, 2017

COUNTY COMMISSIONERS (continued)

g) Consent Agenda Items (continued):

- 2) Resolution _____ - Setting a date of public hearing to consider amendments to the 2017 Walla Walla County Budget
 - 3) County vouchers/warrants/electronic payments as follows: 4192542 through 4192711 totaling \$430,518.50 and 4192712 through 4192714 totaling \$2,348.76
 - 4) Payroll action and other forms requiring Board approval
- 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 SETTING A
DATE OF PUBLIC HEARING TO
CONSIDER AMENDMENTS TO
THE 2017 WALLA WALLA
COUNTY BUDGET



RESOLUTION NO.

WHEREAS, subsequent to the establishment of the budgets and adoption of the 2017 Walla Walla County Budget, the need has arisen for additional final budget amendments; and

WHEREAS, it is necessary to hold a public hearing to consider these matters; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that a public hearing shall be set for Tuesday, December 26, 2017 at the hour of 9:30 a.m., in Commissioners' Chambers, County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington to consider amending the 2017 budget as follows:

FUND 010 – CURRENT EXPENSE

(Net change - \$0)

FUND 10800 – LAW & JUSTICE

Revenue	\$148,299.00
Expenditures	\$148,299.00

FUND 31900 – HS CAP PROJECTS (Human Services Capital Projects)

(Net change - \$0)

BE IT FURTHER RESOLVED that, upon further review of the 2017 Budget at the time of the above-referenced hearing, if other amendments are proposed and necessary for accounting purposes, those amendments will be made a part of the hearing without further advertising.

*“Passed this **11th day of December, 2017** 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 L. Duncan, 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*

9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

- a)** Department update and miscellaneous



WALLA WALLA COUNTY
Technology Services Department

Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

December 11, 2017

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

- N/A

Components (Main Infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Other Projects

- **Judges/Clerks Case Management and Document Management Systems**
 - Clerks moved over to OnBase
 - Next – working on getting judges set up
 - Ordered
- **OnBase**
 - Clerk is converted, BoCC in progress
 - Pushing Techline (contractor) get moving
 - Had kickoff meeting last week
 - Preparing to move Tech Services to the new system so we can refine some processes and learn the system before we migrate others
- **Health re-arraigning personnel**
 - CAT6 cable installed
 - Network switch should be installed this week
- **Old Health Building Door/Security**
 - Awarded – waiting for schedule
- **Long Distance**
 - Done
- **Website Redesign**
 - In progress
 - Navigation mapping done with exception of Health
 - Template submitted. I want to see some live sites to determine if the interior page design is adequate
- **New World**
 - Upgrade to occur in February
- **County Wireless**

- Had one vendor re-quote ISP costs. Preliminary was \$845.00/mo. for 1000x500 non-committed
- 500x500 committed costs – \$390.00 from one vendor – waiting on one more.
- We pay \$350.00 now
- Jail Inmate learning and Public wifi on one leg
- Everything else on another leg (county wireless and desktops)
- **County Logo - FYI**
 - Throughout the years, copies of copies and resizing and more copies have degraded the electronic versions
 - Recently there has been a need to create transparencies or re-color the logo images, which produced images that show some flaws in the resolution.
 - Electronic searches turned up no documentation (both local and the Digital Archives) on the original logo or a description of the items/images on the logo. Maybe a paper document search would reveal the answers.
 - Is it time to recreate the logo in a format that can be held for much longer with documentation that can be submitted to the Digital Archives for historic purposes?
- **Jail – WiFi**
 - Jail RFP is out.
- **Old Email Server**
 - Need to offload to a search appliance/software so we don't lose what we have.
 - Jesse needs a better way to search through records as well
 - I have requested a demo – Tuesday 9AM
- **PRO Certification**
 - No time and weather got bad. Spring will be our next opportunity
- **Public Record Requests Last 2 Weeks**
 - 2= Requests received
 - 0 = Forwarded to departments
 - 5= Completed
 - 0= Pending Closure
 - 1 = Litigation hold
 - 0 = Pending 3rd party notice
 - 18 = Open/Being handled by the PRO

Definitions

JLARC=Joint Legislative Audit and Review Committee

ACCIS =Association of County, City Information Systems (managers)

API = Application Program Interface

CITRIX = A product used for remote access to our network

PAV=Potential Archival Value

CJIS = Criminal Justice System Information Systems

AOC=Administrative Office of the Courts

PRO=Public Records Officer

USB=Universal Serial Bus

DOL=Department of Licensing

NDA=Non-disclosure agreement

RFP=Request for Pricing/Proposal

GIS=Geographic Information Systems

EOL=End of Life

JCDA=Joint Community Development Agency

W7=Windows 7

W10=Windows 10

OS=Operating System

JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System

AV=Audio/Visual

WiFi=Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

CAD=Computer Aided Dispatch (hosted at the city)

CAT5=Category 5 Ethernet cable (for data and voice)

ADA=Americans with Disabilities Act

ECM=Enterprise Content Management

NWS=New World Systems

DOMAIN = A group of computers administered or managed with the same rules and policies and with a common IP range.

IP address = Internet protocol address. A unique string of numbers assigned to each computer to allow communications over network or domain.

EO = Elected Official

DH = Department Head

WAPRO – Washington Association of Public Records Officers

10:00

COUNTY CORRECTIONS DEPARTMENT

Mike Bates

a) Department update and miscellaneous

RECESS.

10:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

a) Consent Agenda Items:

- 1) Resolution _____ - Revising rental rates for equipment owned by the Equipment Rental and Revolving Fund (ER&R)

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF REVISING
RENTAL RATES FOR EQUIPMENT
OWNED BY THE EQUIPMENT
RENTAL AND REVOLVING FUND**



RESOLUTION NO.

WHEREAS, the Equipment Rental and Revolving Fund (ER&R) was established according to the Revised Code of Washington (RCW) to provide a stable and dependable method of owning, maintaining, repairing and replacing County equipment; and

WHEREAS, the County Engineer has determined it is necessary to revise certain equipment rates owned by the Equipment Rental and Revolving Fund to operate the fund as designed; and

WHEREAS, the Board of Walla Walla County Commissioners has reviewed the rates as determined by the County Engineer; and

WHEREAS, the County Engineer will continue to monitor the ER&R Fund and equipment rental rates and recommend revisions as appropriate; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that rental rates for certain equipment owned by the Equipment Rental and Revolving Fund be set as shown on Attachment A, effective January 1, 2018.

*Passed this 11th day of **December, 2017** 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 L. Duncan, 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*

Attachment "A"
2018 Equipment Rates

Vehicle Category	Description	Regular Rate	Proposed New Rate
01	Athey Loaders	\$80.00	
02	Backhoe Tampers	\$11.88	
03	Backhoes	\$50.00	
07	Chipspreaders	\$115.00	
09	Computers	\$199.46	
12	Copiers	\$0.07	\$0.10
13	Distributors	\$100.00	
14	Dozers	\$109.48	
15	Trucks - 2 CY Dump	\$20.00	
16	Trucks - 5 CY Dump	\$45.00	
17	Forklifts	\$19.00	\$34.00
18	Front End Loaders	\$65.00	
19	Trucks - 8-12 CY Dump	\$44.00	
20	Graders	\$51.50	\$65.00
25	Mowers	\$75.00	
26	Paint Stripers	\$100.00	
27	Pavement Breakers	\$11.88	
28	Pickups - 3/4 Ton	\$13.00	
29	Plotters	\$2.65	\$350/mnth
30	Pumps	\$84.11	
31	Radio Systems	\$0.25	\$43/mnth
34	Sanders	\$25.00	\$20.00
35	Rollers - Patching	\$41.00	
36	Snow Plows	\$5.00	
37	Trucks - Spray	\$27.00	
38	Spray Units	\$4.10	
39	Sprayers	\$6.37	
41	Brooms - Truck Mount	\$110.00	
43	Trailers - Rock Hauling	\$20.00	
44	Total Stations - Leitz & Wild	\$6.20	
47	Welders - 300 Amp	\$15.00	
48	Levels - Laser	\$16.10	
49	Total Stations - Robotic	\$17.15	
50	Saws - Circular	\$18.27	
51	Hammers - Chipping	\$274.23	
53	Air Compressor	\$15.00	
54	Brooms - Self Propelled	\$43.18	
56	Pickups - CR View Van	\$40.00	\$50.00
57	Pickups - 1/2 Ton	\$16.50	
58	Pickups - Flatbed	\$16.50	

Vehicle Category	Description	Regular Rate	Proposed New Rate
59	Rollers - Rubber/Steel	\$60.00	
60	SUV/Sedans	\$22.30	
61	Trailers - Utility Under 10 Ton	\$20.00	\$15.00
62	Trailers - Utility 10-30 Ton	\$40.00	
63	Trailers - Utility Over 30 Ton	\$46.44	
65	Trucks - Tractor	\$60.00	
67	Trucks - Sign w/Bucket	\$22.50	
68	Trucks - Service	\$45.00	
69	Trucks - Sewer Jet	\$75.00	
70	Trucks - Water	\$60.00	\$58.00
72	ATV	\$12.00	
73	Pull Grader	\$15.00	
74	Skid Steer Loader	\$45.00	
76	Levels - Digital	\$6.00	
77	Pressure Washer	\$0.86	
78	Saw - Concrete	\$6.50	
79	Line Striper	\$6.50	
82	Drill	\$5.26	
83	Traffic Counters	\$20.00	
84	Network	\$1,944.62	
85	Grader Compactor	\$6.00	
86	Printer/Copier, Black & White	\$362.65	
94	Crack Sealer	\$35.00	\$37.00
98	Binding Machine	\$3.79	
99	Scanner	\$120.00	
100	Drone, Survey	\$100.93	

		Regular Rate	New Rate
Other Departmental Vehicle Monthly Rates:			
87	Health Department	\$1,955.00	\$1,504.00
88	Court Services	\$2,410.13	\$2,575.00
90	Commissioners	\$686.58	
91	Assessor	\$935.77	
92	Sheriff	\$30,737.70	
93	Coroner	\$550.00	
95	Community Development	\$897.60	\$2,050.00
96	Facilities	\$250.00	\$350.00
97	County Corrections	\$2,278.00	
	Motor Pool Rate	\$0.22	

**Walla Walla County Public Works
PO Box 813
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 7 December 2017

Re: Director's Report for the Week of 4 December 2017

Board Action: 11 December 2017

Resolutions:

In the Matter of Revising Rental Rates for Equipment Owned by the Equipment Rental and Revolving Fund

ENGINEERING:

- Mill Creek FH: In condemnation. Expect court date in 2018.
- Blue Creek Bridge: On hold waiting for Mill Creek ROW completion.
- Pflugrad Bridge: Acquiring ROW. Working on environmental permits.
- Mill Creek Road MP 1.1 to MP 3.96: Revising ROW plans based on new ownerships.
- City of Prescott Stormwater: Survey complete.
- Mud Creek: In design. Working on plans for WSDOT approval for relocating intersection.
- Whitman Drive W.: Survey complete.
- Stormwater: Working on Havstad design.
- Middle Waitsburg Road: Waiting for completed funding agreement from WSDOT.
- Byrnes Road: New CRP in the works.
- Scenic Loop Road: Delayed survey to 2018.
- Rail Road Signals at Dodd and Port Kelly Roads: Possible funding early next year.

MAINTENANCE/FLEET MANAGEMENT:

- Crews conducting routine maintenance.
- Conducted monthly Foremen's meeting.

ADMINISTRATION:

- Interviewed four candidates for the Chief of Road Operations and Fleet Management position.

10:45

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))

11:00

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) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

11:15 COUNTY COMMISSIONERS

- a) 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.