

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 11, 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 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 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 January 4 and 5, 2021 and special meeting January 7, 2021.
 - 2) Resolution – Updating appointments to the Walla Walla County Solid Waste Advisory Committee
 - 3) Resolution – Setting a date of public hearing to consider renewing an interim zoning enacted by ordinance 471, renewed by Ordinance 480, renewed by Ordinance 483 and renewed by Ordinance 484 regarding the maximum density of mobile/manufactured home parks and residential uses in the Burbank residential zoning district
 - 4) Resolution – Walla Walla County Commissioners' Committee Assignments for 2021
 - 5) Payroll action and other forms requiring Board approval
- g) **Action Items:**
 - 1) County vouchers/warrants/electronic payments as follows: 4225835 through 4225937 totaling \$298,895.74; 4225938 totaling \$53.00 (travel); and 4225834 totaling \$827.64 (special run)

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF UPDATING
APPOINTMENTS TO THE WALLA
WALLA COUNTY SOLID WASTE
ADVISORY COMMITTEE

RESOLUTION NO. 21

WHEREAS, pursuant to RCW 70.95.165, counties shall establish a solid waste advisory committee to assist in the development of programs and policies concerning solid was handling and disposal and to review and comment upon proposed rules, policies or ordinances prior to their adoption; and

WHEREAS, pursuant to Walla Walla County Resolution 08 177, Walla Walla County and the City of Walla Walla entered into an Interlocal Agreement for the Continued Coordination of Regional Pollution Prevention and Waste Prevention Programs between the City of Walla Walla and Walla Walla County to provide for the continued implementation of the 1994 Walla Walla County Solid Waste Management Plan and Moderate Risk Waste Management Plan, and various related local and regional pollution prevention and waste prevention programs; and

WHEREAS, pursuant to past Walla Walla County resolutions, appointments to the Solid Waste Advisory Committee (SWAC) have been continually updated; and

WHEREAS, the City of Walla Walla, as part of duties undertaken by the City, has presented information relative to various reappointments to be made to the Walla Walla County Solid Waste Advisory Committee and has requested the Board of County Commissioners make the appointments; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the following persons shall be reappointed to the Walla Walla County Solid Waste Advisory Committee:

- 1) Paul Hartwig, City of College Place representative (Public Works Director), shall be reappointed, said term effective January 1, 2021 through December 31, 2023; and
- 2) Sandy Shelin, Environment representative, shall be reappointed, said term effective January 1, 2021 through December 31, 2023; and
- 3) Derrick Dietrich (Basin Disposal, Inc.) representing Waste/Recycling, shall be reappointed, said term effective January 1, 2021 through December 31, 2023; and
- 4) Stacy Cutter, representing the Walla Walla County Board of Commissioners, reappointed to serve a one year term effective January 1, 2021 through December 31, 2021.

Passed this 11th day of **January, 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 3

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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A
DATE OF PUBLIC HEARING TO
CONSIDER RENEWING AN INTERIM
ZONING ENACTED BY ORDINANCE
471, RENEWED BY ORDINANCE 480,
RENEWED BY ORDINANCE 483, AND
RENEWED BY ORDINANCE 484
REGARDING THE MAXIMUM DENSITY
OF MOBILE/ MANUFACTURED HOME
PARKS AND RESIDENTIAL USES IN
THE BURBANK RESIDENTIAL
ZONING DISTRICT



RESOLUTION NO. **21**

WHEREAS, the Board of County Commissioners adopted Ordinance No. 471 on August 6, 2018, regarding the maximum density of mobile/manufactured home parks and residential uses in the Burbank Residential uses in the Burbank Residential Zoning District; and

WHEREAS, the interim zoning provided the County with additional time to review and amend its Comprehensive Plan and zoning and land use regulations related to density and development in the Burbank area;

WHEREAS, Walla Walla County retained the services of a professional land use consulting firm, The Watershed Company, to assist with a review of the residential density of the Burbank Urban Growth Area; and

WHEREAS, Walla Walla County Community Development staff and a previous consultant team held a public workshop on June 29, 2019, in Burbank, at Columbia Middle School, to begin the process of obtaining comments from the residents of Burbank regarding their vision for their community; and

WHEREAS, Ordinance 480 was adopted on August 5, 2019 to renew the interim zoning so that County staff and the consultant team could summarize the results of that first outreach meeting, and present potential alternatives to the residents of Burbank at another public outreach workshop to be held later in the fall of 2019; and

WHEREAS, County staff and a new land use consulting firm, LDC, Inc., started reviewing the results of the outreach meeting and other relevant information, and required additional time to review this issue and present potential alternatives to the residents of Burbank and other stakeholders; and

WHEREAS, the County enacted Ordinance 483 on February 3, 2020, renewing the interim ordinance; and

WHEREAS, on February 6-7, 2020, the County experienced a major flooding event that occupied the Community Development Department's resources; and

WHEREAS, on February 29, Governor Jay Inslee declared a statewide emergency related to the COVID-19 pandemic; and

WHEREAS, the COVID-19 pandemic and Statewide emergency, Governor's stay at home orders, and phased reopening has presented challenges with regard to enacting zoning regulations, including inability to schedule open houses, Planning Commission meetings and public hearings and other public gatherings to ensure public participation as required by the Growth Management Act; and

WHEREAS, the County enacted Ordinance 484 on July 27, 2020, renewing the interim ordinance; and

WHEREAS, on August 10, 2020, the Board of County Commissioners reviewed a memorandum prepared by planning consultant LDC outlining a general plan with six components to conduct public outreach in compliance with WWCC 14.10.050 under the State's COVID-19 restrictions; and

WHEREAS, the general COVID public outreach plan relies on virtual public meetings and states that the County will develop a small number of amendment options for consideration in final public hearings, as well as provide a project website and public presentations in advance of virtual public meetings so that members of the public can view them prior to providing written comments; and

WHEREAS, on October 14, 2020, the Planning Commission held a Special Meeting to review and discuss revised background information and scoping documents prepared by staff and the planning consultant including five varied amendment options in order for the Planning Commission to provide input in order to identify a small number of amendment options to be developed and disseminated for public review; and

WHEREAS, staff and the planning consultant worked in November and December to develop options based on the Planning Commission's feedback and are in the process of preparing maps, SEPA documents, and other project documents; and

WHEREAS, a tentative project schedule has been prepared that anticipates final options being presented in public hearings with the Planning Commission and BOCC in March and April 2021 estimating completion of the project around the end of April; and

WHEREAS, Ordinance 484 expires on January 27, 2021, now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that, pursuant to Walla Walla County Code, a public hearing shall be set for 11:00 a.m. on January 25, 2021 in County Commissioners' Chambers, Walla Walla County Public Health and Legislative Building, 314 West Main, Walla Walla, to receive testimony on whether to extend or amend the interim zoning enacted by Ordinance 471 and extended by Ordinances 480, 483 and 484. Remote Public Participation and testimony will be allowed via Webex and telephone. Limited participation and testimony at a remote location is available for those who are unable to testify by Webex or Telephone by contacting the Clerk of the Board.

BE IT FURTHER RESOLVED that the required notice of said hearing shall be done by the Walla Walla County Community Development Department.

Passed this 11th day of **January, 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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF WALLA
WALLA COUNTY
COMMISSIONERS' COMMITTEE
ASSIGNMENTS FOR 2021**

RESOLUTION NO. 21

WHEREAS, in accordance with RCW 36.32.100, Gregory A. Tompkins was elected chairman of the Board of County Commissioners for Walla Walla County for 2021; and

WHEREAS, Commissioners Todd L. Kimball, Jennifer R. Mayberry and Gregory A. Tompkins are duly appointed to serve on the below designated committees for 2021 pursuant to the authority listed.

TODD L. KIMBALL

Blue Mountain Resource Conservation and Development District	Member County
Emergency Management Executive Board	Interlocal Agreement
Lodging Tax Advisory Committee Chair	Statute
Walla Walla County Council on Housing	Standing Committee
Snake River Salmon Recovery Board	Interlocal Agreement
Valley Transit	Statute
Southeast Washington Aging and Long Term Care Council of Governments (alternate)	Interlocal Agreement
Greater Columbia Behavioral Health Regional Support Network (alternate)	Statute
Walla Walla Fair and Frontier Days Board	County entity Bylaws
Walla Walla Valley Metropolitan Planning Organization Policy Board – as designated	Interlocal Agreement
Walla Walla Watershed Management Partnership Board	Bylaws
Washington State Association of Counties (WSAC) Legislative Steering Committee (alternate)	WSAC Member County
WA Counties Risk Pool Board (alternate)	Interlocal Agreement
Walla Walla Watershed 2050 Strategic Plan Advisory Committee (SPAC)	Member County

JENNIFER R. MAYBERRY

Emergency Management Executive Board	Interlocal Agreement
LEOFF I Disability Board (alternate)	Statute
Snake River Salmon Recovery Board (alternate)	Interlocal Agreement
Valley Transit	Statute
Walla Walla Fair and Frontier Days Board	County entity Bylaws
Walla Walla Watershed Management Partnership Board (alternate)	Bylaws
Walla Walla Valley Metropolitan Planning Organization Policy Board – as designated	Interlocal Agreement
Emergency Medical Services Dept. Advisory Committee	Bylaws
Emergency Medical Services & Trauma Care Council	Bylaws
Work Force Development Council Regional Board	Statute
Work Source Employers Committee	Standing Committee
Greater Columbia Behavioral Health Regional Support Network	Statute
Southeast Washington Aging and Long Term Care Council of Governments	Interlocal Agreement

GREGORY A. TOMPKINS, CHAIR

County Law Library (ex-officio trustee as Chair)	Statute
Executive Alliance (as Chair)	Standing Committee
Emergency Management and Communications Advisory Board	Standing Committee
Emergency Management Executive Board	Interlocal Agreement
LEOFF I Disability Board	Statute
WA Counties Insurance Fund	Member County
WA State Association of Counties (WSAC)	
Legislative Steering Committee (delegate)	WSAC Member County
Walla Walla Fair and Frontier Days Board	County entity Bylaws
Walla Walla Valley Metropolitan Planning Organization Policy Board – as designated	Interlocal Agreement
WESCOM (Walla Walla Emergency Services Communications) Executive Committee	Standing Committee

and

WHEREAS, it has further been determined that each county commissioner will informally serve as board liaison to county offices and departments, as outlined on the attached "Attachment A", which is by this reference made a part hereof; now therefore

BE IT HEREBY RESOLVED that the above-named Walla Walla County Commissioners shall serve on the above listed committees for the year 2021.

Passed this 11th day of **January, 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*

ATTACHMENT A

**Walla Walla County Board of Commissioners
Board liaisons by office and department
for year 2021**

TODD L. KIMBALL

- Human Resources/Risk Management
- Department of Community Health (alternate)
- Fairgrounds
- WSU Extension (alternate)
- Public Works (alternate)

JENNIFER R. MAYBERRY

- Public Works
- WSU Extension
- Emergency Medical Services
- Technology Services
- Sheriff's Office
- Human Resources/Risk Management (alternate)

GREGORY A. TOMPKINS, CHAIR

- County elected officials (as chair-except Sheriff's Office)
- Emergency Management (as chair, assignment will change yearly)
- Department of Community Health
- Community Development
- Facilities Maintenance
- Corrections (to include Juvenile Justice Center/Court Services as part)

COUNTY COMMISSIONERS (continued)

- 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

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

Date: 6 January 2021

Re: Director's Report for the Week of 4 January 2021

Board Action: 11 January 2021

Update Only

ENGINEERING:

- Wallula Ave./Gose Street Roundabout: Working on project 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.
- Dell Sharpe Bridge: Consultant is preparing to begin geotechnical investigation.
- Seven Mile Bridge: Consultant is working on survey and will begin geotechnical investigation.
- Peppers Bridge Road: Finalized right of way plan to begin acquisition.
- Flood Damage Repair: Working on project design and environmental documents for bank repair at retaining wall on Old Milton Highway.

MAINTENANCE/FLEET MANAGEMENT:

- Crews working on routine maintenance.
- Ready to respond to inclement weather as needed.
- Garage working on routine maintenance.

ADMINISTRATION:

- Conducted Mechanic interviews.
- Finishing up on department-wide 2021 Initial Counseling.
- Conducted monthly Staff and Foremen meetings.
- Attended a monthly call with the Washington State Association of County Engineers (WSACE) pertaining to COVID.
- Two staff members continue to assist the Community Health Department with Contact Tracing/Case Tracking.

- a) Department update and miscellaneous



**WALLA WALLA COUNTY
Technology Services Department**

Chad R Goodhue | Technology Services Director |

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

(509) 524-2590

cgoodhue@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

January 12th, 2021

To: **Walla Walla County Board of Commissioners**

Re: Technology Services Update

Issues/Information for the Board.

• List of current projects:

○ EMC/DELL SAN – Scheduled for the week of the 25 th of January
○ Palo Alto Firewall – We are currently migrating our current firewall rules
○ Internet upgrade – Courthouse is scheduled to go from 100 to 500 meg
○ Adobe Pro – Rollout
○ Duo – Deployment to all staff
○ Edge Switch Rollout – 90% complete
○ Core Switch Replacement - Completed
○ JAVS - Courtroom upgrade - Completed
○ BOCC - A/V upgrade - Completed
○ Cisco Room Kits – District Court, Com Dev, EMD, Courthouse, Elections, PW – Works orders with facilities have been placed
○ ESRI Server – The week of January 11th
○ Card Access – Card access is on going and a joint venture between facilities, WWE and Tech Services –
○ OnBase for DC – Reviewing contract
○ County Copier Replacement – Working with all departments to see if the price and support meet the needs of all County departments. So far the numbers look pretty amazing.
○ PW Move – this will be a much larger under taking that originally thought.
○ Sysaid uplift for facilities – Provide online ticketing access for facilities
○ Webex/AD integration - Completed
○ Phone server migration - Completed

- Tech Services is continuing to see a **large** spike in work orders. The cause is twofold, we have increased security which has caused changes and we have a significant number of remote users that need assistance getting connected etc.

Components (Main infrastructure)

Security – Continues to be our #1 Security Concern

- Phishing and County awareness
 - I am working with KnowB4 on contract language so that I can bring a proposal before the board.

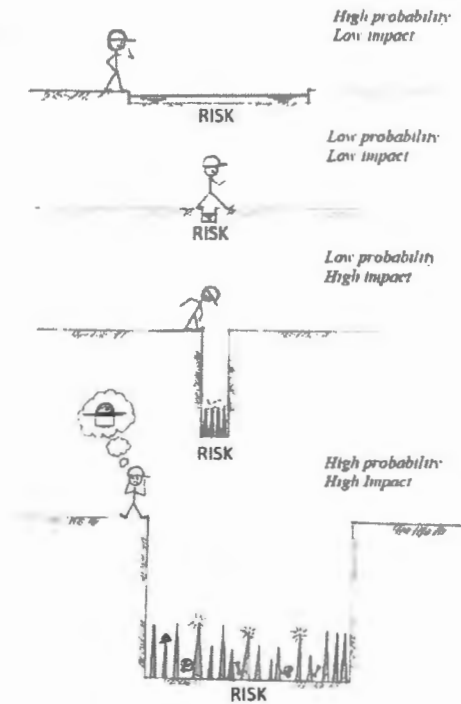
Hardware

- Roughly 60% of the laptops have been deployed
- The Core Switches have been replaced, the edge switches are 90% done

Other Projects

- **OnBase**
 - Scopes of Work and Contracts are under review for District Court
- **Budget & Inventory**
- **Contracts**
 - OnBase – District Court
- **Inventory**
 - With the record number of devices coming into the County we are very busy making sure everything is tagged before deployment as well as ensuring that disposed of items are sent to surplus
- **Public Record Requests Last 2 Weeks**
 - 7 = Requests received
 - 4 = Forwarded to departments
 - 6 = Completed
 - 4 = Pending review
 - 1 = Pending Closure
 - 1 = Litigation hold
 - 0 = Pending 3rd party notice
 - 21 = Open
 - YTD = 4
 - LYTD = 3
 - 2020 YTD 227, 2019 YTD 157

Some of these are waiting for legal review or guidance, or response by other departments
- **Service Desk Issues Last 2 Weeks**
 - 218 = Requests received since December 14th
 - 6 = Open
 - 212 = Closed



Definitions

DMS – Document Management System (OnBase)

OCIO = Office of the Chief Information Officer
DAN - Disposition Authority Numbers (Secretary of State retention schedule)
JLARC=Joint Legislative Audit and Review Committee
ACCIS =Association of County, City Information Systems (managers)
API = Application Program Interface
CJIS = Criminal Justice System Information Systems
PRO=Public Records Officer
NDA=Non-disclosure agreement
EOL=End of Life
WiFi=Wireless network connectivity (Wireless Fidelity)
FTP = File Transfer Protocol (file transfer server)
ADA=Americans with Disabilities Act
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.

- a) Department update and miscellaneous



**DEPARTMENT OF COURT SERVICES
JUVENILE JUSTICE CENTER
WALLA WALLA COUNTY**

Norrie Gregoire, Director
Matt Stroe, Jail Commander
Keri Weber, Executive Assistant

Norrie Gregoire, Juvenile Court Administrator
Jon Cassetto, Court Services Manager
Becky Renwick, Detention Manager
Kayla Zimmer, Administrative Services Supervisor

To: BOCC
From: Norrie Gregoire, Director of Corrections
Date Written: 01/06/2021
RE: Director's Report for January 11, 2021

Board Consent/Action Agenda Item(s):

- Consent Item: None
- Action Item: None

Department Updates:

Service Providers, Programs & Essential Services

- Court Services currently monitoring an ever growing caseload of eleven (11) adult offenders, both pre-trial and sentenced, on Electronic Home Monitoring; Sentry UA Program currently monitoring and testing 90+ adult pretrial defendants; Adult Services Officer, who will case manage both programs, was scheduled to start new duties 1/6 but is on leave.
- The State has determined that Washington State Aggression Replacement Training (WSART) is now null; research shows that WSART does not effectively reduce juvenile recidivism; currently Court Services receives Evidence Based Expansion (EBE) dollars through the State Block Grant funds to provide WSART; WSART will no longer be funded by the State; Court Services began a transition towards Coordination of Services (COS) programming serving low risk kids and their care providers in 2018 but was delayed by pandemic; portions of several Court Services positions are funded by State Block Grant/EBE dollars; as the State continues to assess evidenced-based program efficacy, funding formulas may also change; WAJCA is closely watching and lobbying.
- Both Corrections and JJC are awaiting more information on vaccination availability for staff and those in our care and custody; latest information available indicates aged 50+ staff and in-custody are in Group B2, with projected vaccination date in February; under age 50 staff and in-custody are Group B4, with projected April date.
- Blue Mountain Heart to Heart is now providing and coordinating health services at the jail; PA Nadean Pulfer is scheduled onsite twice per week; MD Justin Olswanger is the supervising physician; Case Manager Rebeca Michael onsite four hours per day coordinating release planning, wraparound services, housing, and other needs and will be based back at BMH2H four hours per day working with recently released inmates in the community; RN Groom continues to provide 40-hour/week coverage with other BMH2H health professionals providing on-call/weekend response.
- Trilogy Recovery Community interviews finalists for the Recovery Support Ally CJTA-funded position 1/15; RSA will split time between jail and Court Services allowing this position to serve both in custody and ARC clients; RSA will focus on developing and strengthening Recovery Capital, developing life skills, and accessing recovery support services.

Personnel/Training

- PAT held 12/3; 34 applicants invited; eight showed for PAT/six passed; of those six, five passed the written; two have made it through background and on to polygraph.

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

**Dr. Kaminsky
Nancy Wenzel**

a) Action Agenda Items:

1) Resolution – Appointment of Health Officer and an Acting Health Officer for Walla Walla County

a) COVID-19 update and miscellaneous

- a) Department update and miscellaneous

Walla Walla County Facilities Department

317 W Main St, Walla Walla, WA 99362

Update January 11th 2021

Maintenance:

- Maintenance continued working on the installation of the Electronic Door locks in the Counties Courthouse
- Maintenance prepared room 104 in the courthouse for the 2 new IT personnel.
- Maintenance Installed 2 new Televisions in the Superior Court for court proceedings over zoom.

Custodial

- Custodial has continued carpet cleaning and will be working on more areas in January.
- Custodial cleaning with a focus on disinfecting has continued throughout the county.

Facilities:

- The County has been awarded a grant for the Preservation of the Historic County Courthouse.

- 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 2021 01-11 HR/RM Approve extending the availability of the FFCRA Emergency paid sick leave hours in response to COVID-19

11:45 COUNTY COMMISSIONERS

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

12:00 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) **Active Agenda Items:**

- 1) Possible discussion/decision re: any pending claims against the County

- b) 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.