

A G E N D A

WALLA WALLA COUNTY BOARD OF COMMISSIONERS

MONDAY, MARCH 29, 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.

10:00 A.M. COUNTY COMMISSIONERS

Chairman Tompkins

- 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 March 22 and 23, 2021
 - 2) Resolution – Appointment to the County Horticultural Pest and Disease Board (Bush)
 - 3) Resolution – Designation of County legal newspaper for county printing and advertising for 2021-2022
 - 4) Redesignating the Port of Walla Walla as the County's Associate Development Organization (pursuant to RCW 43.330.080) and executing Associate Development Organization Affirmation/Designation form as requested by the State Department of Commerce
 - 5) Payroll action and other forms requiring Board approval
- g) **Action Agenda Items:**
 - 1) County vouchers/warrants/electronic payments as follows: _____ through _____ totaling \$ _____ (payroll draws dated March 15, 2021); _____ through _____, totaling \$ _____ (March payroll); _____ through _____ totaling \$ _____, (benefits and deductions); and 4228275 through 4228276 totaling \$131,256.56 (ER&R)
 - 2) Proposal 2021 03-29 Maint Approval to purchase Electronic sign for County Fairgrounds
 - 3) Proposal 2021 03-29 Fair Approval to submit a request for qualifications for a full-service advertising agency for 2021 Walla Walla County Fair & Frontier Days
 - 4) Proposal 2021 03-29 TSD Approval to purchase professional services to move WinCAMS from an on-premises server to a virtual server for the Public Works Department

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPOINTMENT
TO THE COUNTY HORTICULTURAL
PEST AND DISEASE BOARD (BUSH)



RESOLUTION NO. 21

WHEREAS, pursuant to RCW 15.09.030 a member of the Washington State Department of Agriculture shall be appointed by the director; and

WHEREAS, Katie Buckley was previously appointed to this Board and her focus has shifted with the Department of Agriculture and a new member has been designated for this Board; and

WHEREAS, pursuant to statute, the Director of Agriculture's appointee shall be Dr. Michael Bush, Pest Biologist, Washington State Department of Agriculture; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that, in accordance with RCW 15.09.030, Dr. Michael Bush shall be appointed to the Walla Walla County Horticultural Pest and Disease Board, with the term of appointment to be March 29, 2021 through March 29, 2023.

*Passed this 29th day of **March, 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*



STATE OF WASHINGTON
DEPARTMENT OF AGRICULTURE
P.O. Box 42560 • Olympia, Washington 98504-2560 • Phone (360) 902-1800

March 19, 2021

Diane L. Harris
Clerk of the Board
Walla Walla County Board of Commissioners
PO Box 1506
Walla Walla, WA 99362-0316

Dear Ms. Harris:

Thank you for your letter dated March 3, 2021 notifying me that the Washington State Department of Agriculture's Director Appointee to the Walla Walla County Horticultural Pest and Disease Board is up for reappointment.

Katie Buckley, Pest Biologist, has served as the Director appointee since April 2016 and I am extremely appreciative of her hard work and focus on the important work of this board. At this time, Ms. Buckley's focus has shifted and therefore I will be appointing a new member to the Walla Walla County Horticultural Pest and Disease Board.

Dr. Michael Bush, Pest Biologist has been with WSDA since 2019 and is actively involved as an entomologist in crop pest management here in Washington State for over 25 years. I am confident Dr. Bush will continue the beneficial involvement provided by WSDA in the past. Dr. Bush can be reached at:

Michael R. Bush, Pest Biologist
Washington State Department of Agriculture
Plant Protection Division
21 North 1st Avenue
Yakima, WA 98902
Cell phone: (509) 480-1882
Email: mrbush@agr.wa.gov

I look forward to continuing our valuable relationship.

Sincerely,

A handwritten signature in black ink, appearing to read "Derek I. Sandison".

Derek I. Sandison
Director

cc: Dr. Michael Bush, Pest Biologist
Dr. Brad White, Assistant Director

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF THE
DESIGNATION OF COUNTY
LEGAL NEWSPAPER FOR
COUNTY PRINTING AND
ADVERTISING FOR 2021-2022



RESOLUTION NO. 21

WHEREAS, as advertised, a bid opening was held on March 22, 2021 for designation of Walla Walla County's legal newspaper for printing and advertising for a one year term beginning July 1, 2021 and ending June 30, 2022, with the following bid opened and read publicly:

- 1) **Walla Walla Union-Bulletin**, Walla Walla, Washington
 - Legal advertising.....\$5.64 per column inch
 - Subsequent insertions.....\$5.12 per column inch

WHEREAS, the bid from the Walla Walla Union-Bulletin was the only bid received; now therefore

BE IT RESOLVED by this Board of Walla Walla County Commissioners that the bid for Walla Walla County printing and advertising is hereby awarded to the Walla Walla Union-Bulletin, Walla Walla, Washington, for the period of one year, commencing on July 1, 2021 and terminating on June 30, 2022.

*Passed this 29th day of **March, 2021** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane 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*

March 19, 2021

BID: OFFICIAL COUNTY NEWSPAPER

Diane L. Harris
Clerk of the Board of County Commissioners
P.O. Box 1506
Walla Walla, WA 99362



Dear Board of County Commissioners,

The Walla Walla Union-Bulletin seeks to again be the Official County Newspaper for public notices (legal advertising) for Walla Walla County, per Official Call for Bids notification. Public notice is a critical tool in assuring governmental transparency and an informed citizenry. As Walla Walla County's most-read newspaper, the Union-Bulletin is best positioned to provide county citizens the broadest access to important public notices.

We appreciate being selected to serve as the County's designated legal newspaper for county printing and advertising over the past five years. We strive to offer excellent and high-quality service and know of no errors or complications in our fulfilling the County's notice publication.

The Walla Walla Union-Bulletin bids legal notice publication at \$5.64 per column inch for first publication, \$5.12 per column inch for subsequent publication of same notice, for the one-year term of July 1, 2021 to June 30, 2022. Cost for one insertion of the sample notice provided is \$28.20. Cost for two insertions is \$53.80. Please note that the ad proofs provided for the sample notice have been enlarged for easier ad proofing, actual size on the 2 column version is 3.46 inches wide by 2.5 inches tall (2 columns by 2.5"). One column version is 1.67 inches wide by 5 inches tall (1 column by 5").

The Walla Walla Union-Bulletin publishes daily Sunday through Friday. Weekday circulation averages 6,772 copies. Sunday circulation averages 7,853. The Union-Bulletin also publishes the free Weekly on Tuesdays that circulates an additional 11,600 average copies. Walla Walla Union-Bulletin column inch includes 8 lines per inch and an average of 40 words.

Though not specifically included in the statute governing public notice, the Union-Bulletin makes every effort to have public notices available on our website. Current notices are freely available on our Public Notice page – http://www.union-bulletin.com/public_notices/ – and all notices are submitted to the statewide public notice site at <https://www.wapublicnotices.com> where they are freely available, archived and searchable.

Higher circulation and more publishing days make Walla Walla Union-Bulletin an ideal venue for the County to meet its public notice obligations in a cost-effective manner. I look forward to your response.

Respectfully,

A handwritten signature in black ink, appearing to read "Matt Lohrmann". The signature is fluid and cursive, with a long, sweeping underline.

Matt Lohrmann
Director of Advertising

Walla Walla Union-Bulletin
112 S. 1st Ave-PO Box 1358
Walla Walla, WA 99362



WALLA WALLA UNION-BULLETIN

We Bring the Valley to You
PO Box 1358, Walla Walla, WA 99362

Ad Proof

Enlarged

-Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please confirm placement prior to deadline, by contacting your account rep at (509) 525-3302.

Date:	03/19/21
Account #:	143578
Company Name:	WALLA WALLA COUNTY COMMISSIONERS
Contact:	DIANE HARRIS
Address:	314 W MAIN ST # 203 PO BOX 1506 WALLA WALLA, WA 99362
Telephone:	(509) 524-2505

Run Dates:	
WW Union-Bulletin	07/11/21
WW Union-Bulletin	07/13/21
Union-Bulletin.com	07/11/21

Ad ID:	973274
Start:	07/11/21
Stop:	07/13/21
Total Cost:	\$53.80
# of Lines:	36
# of Inserts:	3
Ad Class:	4011
Account Rep:	Kandi Suckow
Phone #:	(509) 525-3302
Email:	kandisuckow@wwub.com

NOTICE OF HEARING

Notice is hereby given that the Board of County Commissioners of Walla Walla County, Washington, will hold a public hearing at 9:30 a.m. on Monday, January 1, 2022 in Commissioners' Chambers, Walla Walla County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington to consider adoption of an ordinance relative to reduction of false alarms and fixing penalties. Additional information on the proposed ordinance may be obtained from Walla Walla County Commissioners' office, 314 West Main, Room 203, Walla Walla, (509)524-2505, or by accessing the documents from the county website ([wv,Av.co.walla-walla.wa.us](http://www.wvav.co.walla-walla.wa.us)). Any citizen may appear at said hearing and testify for or against said amendments, or written testimony, which will be made a part of the record, may be sent to: Walla Walla County Commissioners, P. O. Box 1506, Walla Walla, WA 99362. Dated this 15th day of December, 2021. Board of County Commissioners Walla Walla County, Washington By: Diane L. Harris, Clerk of the Board. (Pub.....)



WALLA WALLA UNION-BULLETIN

We Bring the Valley to You

PO Box 1358, Walla Walla, WA 99362

-Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below.
Please proof read notice carefully to check spelling and run dates, if you
need to make changes

<p>Date: 03/19/21</p> <p>Account #: 143578 Company Name: WALLA WALLA COUNTY COMMISSIONERS</p> <p>Contact: DIANE HARRIS</p> <p>Address: 314 W MAIN ST # 203 PO BOX 1506 WALLA WALLA, WA 99362</p> <p>Telephone: (509) 524-2505</p>	<p>Run Dates:</p> <p>WW Union-Bulletin 07/11/21 WW Union-Bulletin 07/18/21 Union-Bulletin.com 07/11/21 Union-Bulletin.com 07/18/21</p>
<p>Ad ID: 972847</p> <p>Start: 07/11/21 Stop: 07/18/21</p> <p>Total Cost: \$53.80</p> <p>Ad Size: 2 x 2.5 = 5.0</p> <p># of Lines: 19 # of Inserts: 4 Ad Class: 4011 Account Rep: Kandi Suckow Phone #: (509) 525-3302 Email: kandisuckow@wwub.com</p>	

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Dated this 15th day of December, 2021

Board of County Commissioners Walla Walla County, Washington

By: Diane L. Harris, Clerk of the Board

(Pub.....)



Associate Development Organization Certification/Designation Form
(For use by County officials)

Walla Walla affirms/ designates the Port of Walla Walla
(Name of County) (Name of ADO)

as the Associate Development Organization to coordinate economic development services for the county under contract with the Washington State Department of Commerce. Consistent with statutory requirements:

- 1. [] The prospective ADO is a non-profit organization.
OR
[X] A public entity that has formed an authority or committee with full operating authority to carry out the duties of the ADO. It is important to recognize that this group would have its own authority and budget, not just the power to recommend actions/plans/expenses.
2. Economic development is the primary mission of the prospective ADO, and not just a secondary activity. This can be demonstrated with a written mission statement in a brochure, web-page, newsletter, etc. It may also be documented in the organization's by-laws.
3. For economic interests in the county, this organization serves as a networking tool and resource hub for business retention, expansion, and relocation in Washington.
4. This organization has/will have the capacity during the period under contract with Commerce to carryout work activities as detailed in RCW 43.330.080

This designation is effective on the date signed below, and shall remain in effect for the 2021-2023 biennium (07/01/2021-06/30/2023). Please provide documentation of the County executive or governing body's action designating the above-identified organization as the ADO.

Signature: Gregory A. Tompkins
Print Name: Gregory A. Tompkins
Title: Chair, Board of County Commissioners
Date: 3/29/2021

PLEASE SUBMIT THIS FORM AND DOCUMENTATION TO:
Diana Divens, ADO Contracts Coordinator at: [X] diana.divens@commerce.wa.gov
Office of Economic Development and Competitiveness
Washington State Department of Commerce
Post Office Box 42525
Olympia, WA 98504-2525
360-725-4187

COUNTY COMMISSIONERS (Continued)

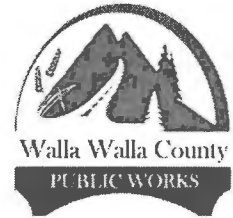
- h)** Miscellaneous business to come before the Board
- i)** Review reports and correspondence; hear committee and meeting reports
- j)** Review of constituent concerns/possible updates re: past concerns

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

Date: 23 March 2021

Re: Director's Report for the Week of 22 March 2021

Board Action: 29 March 2021
Update Only

ENGINEERING:

- Arch Bridge: Working on bridge design.
- Drumheller Bridge: Project is out on advertisement. Bid opening is 5 April.
- Dell Sharpe Bridge: Consultant is scheduled to provide a Type, Size & Location Report next week.
- Old Highway 12: Finalizing plan set.
- Countywide Guideposts: Finalizing plan set.
- Wallula/Gose: Working on design and right of way plans.
- 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.

MAINTENANCE/FLEET MANAGEMENT:

- Crews working on spring maintenance and then chip seal prep.
- Garage working on routine maintenance.
- Conducted a pre-chip seal meeting.
- Ready to start receiving rock – Top Course & Base Course.

ADMINISTRATION:

- Held weekly Staff, Road Operations, and Engineering meetings.
- Conducted monthly Crew meetings (South and North Districts and Garage).
- Reviewing Accounting Tech II applications.
- Continue to advertise for our Maintenance Tech I (CDL required), Signing/Vegetation Worker (CDL required) and Accounting Tech II positions to backfill vacancies.
- Attended the Port of Walla Walla's Economic Development Informational Meeting.
- Attended a virtual meeting with the Corps of Engineers to get an update on the Mill Creek GI Study.
- Submitted all the April 2021 County Road Administration Board's Annual Certification forms.
- We continue to provide some assistance, when possible/as needed, with Contact Tracing/Case Tracking and Traffic Control during Vaccine Clinics at the Fairgrounds.

10:20 COMMUNITY DEVELOPMENT

Lauren Prentice

- a) Department update and miscellaneous



Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

To: Board of County Commissioners
From: Lauren Prentice, Director
Agenda Date: March 25, 2021
RE: Department Update

Building Permits

Approximately 54 building permit applications are currently open: this includes those actively under review as well as those on hold pending re-submittals by the applicant, and those under second review.

Average processing time for permit applications submitted in 2021 requiring review is 33 days.

Code Enforcement

Currently Karey Reisdorph is managing 58 open cases.

Case Updates

1. **C20-036: 1776 Shelton Road, Walla Walla.** NOVO issued 3/3/2021 for auto repair business; appeal submitted (would go to Hearing Examiner). Attempting to schedule call or meeting to discuss.
2. **C19-0047: 67 E. Maple Street, Burbank.** NOVO issued 3/8/2021 for home occupation (wood cutting business) and nuisance code violations; compliance due by 3/24/2021 or civil and/or criminal penalties may be charged. Substantial improvement has occurred.
3. **C20-035: 26 Off Place, Burbank.** NOVO issued 3/9/2021 for nuisance code and RV violations (Title 15 and Title 17). Compliance due by 3/22/2021. No improvement or contact from owner.
4. **C17-0098: Stateline Road.** Officer Reisdorph issued the following infractions on March 16, 2021: IN18901, IN18902, IN18903, IN18904 and IN18905 (4th infraction for each violation). Property owner met with Officer on site on March 22. Infractions were contested and District Court will hear on April 16.
5. **C20-043: 16693 E. Highway 124, Waitsburg.** Officer visiting the site weekly. Weeds/overgrown violation remains. Owner is in US Navy stationed on Whidbey Island and restricted to the County in which he resides due to the COVID-19 pandemic. He has been responsive to calls.
6. **C20-042: 801 W. Seventh Street, Waitsburg.** Officer met with owners on March 24 and saw progress. Officer gave them information on regulations. Owner reported that personal financial situation has improved, and they will be able to make more progress towards compliance.

Miscellaneous and Planning

1. I contacted representatives of Basel Cellars on March 19 by email to remind them that the deadline for zoning code amendments is March 31. I provided them with a copy of the application form.

2. Awaiting decisions for Abeja Winery Type 3 Amendment and 1311 Magnolia Appeal from the Hearing Examiner.
3. Updated Chronology Types in TRAKiT to match across system and allow us to track actions, due dates, and communication more easily on cases and applications. Planning Technician and Permit Coordinator lead this effort.
4. Planning Technician reviewed website to look for broken links and errors so we can clean up, in the process of fixing.
5. Planning Technician preparing updated application forms for the Department in order to both remove things that aren't necessary and clarify submittal requirements so that applicants know what the requirements are.
6. Contacted by WDFW and property owner on Yellowhawk Creek regarding proposal to "reclaim" approximately ½ acre of field that was lost during 2020 flood event. Have advised the owner that we can't give them advice or information on County permitting requirements until we receive more information on project.
7. Planning Staff met on March 22 to prepare list of Department's recommended amendments for inclusion on 2021 docket. Expect to have proposal for review in April that will include a set of amendments that are relatively simple and will improve Department efficiency and reduce permitting requirements for customers.
8. On March 10, building staff and Director met with contractors and architects on WAHI Bond Project to discuss issues that have arisen during construction. Changes have been made to plans which were not submitted for review to County. Letter sent following meeting.
9. At the end of February, we mailed notification letters to 9 property owners in Touchet area regarding Conditional Letter of Map Amendment (CLOMR) application by WSDOT to FEMA for changes to Flood Insurance Rate Maps (FIRM). WSDOT contractors prepared a draft letter and have been instructing us on what's required. However, after initial review FEMA has requested we prepare additional documentation for submittal with a revised application packet.
10. Karey Reisdorph working with Ecology and City of Walla Walla on Tire Amnesty Events, tentatively scheduled to occur April 24 in Walla Walla, April 15 in College Place, and May 1 in Burbank.
11. On April 1 Community Development staff will be meeting with Environmental Health to discuss coordination on development permit reviews and TRAKiT reviews.
12. Tamara Carolfi, our new Planning Technician, completed MRSC Public Records Basics training on March 17 (full day). I have asked Chad and Valarie to schedule training/meeting for Tamara and me to complete training on the County's public records system so that she can take over as our new records point of contact.
13. The week of March 15 was the Annual Washington Association of Building Officials Annual Education Institute. Our Planning Technician attended a full day of Permit Technician training and both Ron Bull and Rob Grandstaff completed two days each of building inspection/plan review training.
14. The week of April 5 we will be short-staffed due some important, scheduled leave. We have modified our Administrative Assistant's schedule for the week to cover these absences, but we will be setting automatic replies letting our customers know that we may not get back to them as quickly as usual.

10:30 DEPARTMENT OF COMMUNITY HEALTH/
BOARD OF HEALTH

Dr. Kaminsky
Nancy Wenzel

a) **Action Agenda Items:**

1) Proposal 2021 03-29 DCH Approval to contract with Office of Superintendent of Public Instruction for Summer Food Program Inspections

b) COVID-19 update and miscellaneous

10:45 COUNTY COMMISSIONERS

- a) Workshop re amending Walla Walla County Code to add a new chapter regarding Wheeled All-Terrain Vehicles on certain County roads
- b) Workshop re ER&R (Equipment Rental & Revolving) Fund and Sheriff's Office fleet management

12:00 RECESS

- 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) New job description approval form – Temporary Epidemiologist for Department of Community Health
 - 2) Accepting settlement regarding claim dated 10-6-2020 (Dannon)
- 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))

1:45 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 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.