

# AGENDA

## WALLA WALLA COUNTY BOARD OF COMMISSIONERS

MONDAY, MAY 22, 2017

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*(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:**
  - 1) To consider amending Walla Walla County Code Title 9, to create civil Infraction penalties for the misuse of the 911 emergency response system

**COUNTY COMMISSIONERS (continued)**

**f) Action Agenda Items:**

- 1) Ordinance No. 465 – Approving a Request by Walla Walla Emergency Services Communications for the Amendment of Walla Walla County Code Title 9, Creating Civil Infraction Penalties for the Misuse of the 911 Emergency Response System

**g) Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Minutes of County Commissioners' sessions of May 15 and 16, 2017
- 2) Resolution \_\_\_\_\_ - Refinancing County-owned property located at 1520 Kelly Place, Walla Walla, Washington
- 3) Resolution \_\_\_\_\_ - Property Access Agreement Between the City of Walla Walla and Walla Walla County and Lillie Rice Center
- 4) Resolution \_\_\_\_\_ - Approving an E911 County Equipment Contract FY 2016/17 (Agreement #E17-206)
- 5) Approving use of county vehicle for County Commissioner Todd Kimball and other county commissioners and public agency employees for the Washington State Association of Counties Columbia River Project Tour
- 6) County vouchers/warrants/electronic payments as follows: 4186451 through 4186687 totaling \$1,088,407.79
- 7) 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**

*Draft*

**ORDINANCE NO. 465**

**APPROVING A REQUEST BY WALLA WALLA EMERGENCY SERVICES COMMUNICATIONS FOR THE AMENDMENT OF WALLA WALLA COUNTY CODE TITLE 9, CREATING CIVIL INFRACTION PENALTIES FOR THE MISUSE OF THE 911 EMERGENCY RESPONSE SYSTEM.**

**Whereas**, Walla Walla Emergency Services Communications (WESCOM) is the County's emergency dispatch center; and

**Whereas**, WESCOM currently handles in-excess of 100,000 calls for service annually, with approximately 25,000 of these received as 911 calls; and

**Whereas**, WESCOM is funded in part by County-wide taxes on phone, radio, wireless and voice over internet protocol lines, and is managed by the City of Walla Walla; and

**Whereas**, it is important that the 911 system be available for actual emergency use to provide aid to those who are experiencing a situation that requires an emergency fire, medical or law enforcement response; and

**Whereas**, misuse and abuse of 911 systems is a nationally recognized problem; and

**Whereas**, it is appropriate to enact civil infraction penalties for misuse of the 911 system for circumstances that do not amount to a criminal violation of state statutes; and

**Whereas** the following findings of fact and conclusions of law are hereby made:

Findings of Fact:

1. On April 21, 2017, a memorandum describing the need for the new code provisions was submitted by the City of Walla Walla's WESCOM manager.
2. On May 11, 2017, a Notice of Public Hearing was published in the Walla Walla Union Bulletin.
3. The 911 system may be abused by the making of prank calls, diversionary calls, exaggerated emergency calls, and "lonely complainant" calls.
4. Misuse of the emergency 911 system presents a danger to the public and first responders, as dispatchers are occupied with non-urgent calls.

5. Other municipalities, such as the cities of Edmonds and Richland, have enacted similar ordinances.



Conclusions of Law:

1. The proposed new Walla Walla County Code Chapter 9.36 is necessary to regulate public health, safety and welfare in Walla Walla County.
2. The proposed new Walla Walla County Code Chapter 9.36 will provide civil infraction penalties for misuse of the emergency 911 system.
3. The proposed new Walla Walla County Code Chapter 9.36 will discourage misuse of the 911 system.

**WHEREAS**, the Board of County Commissioners held a public hearing on May 22, 2017, for the purpose of receiving testimony for and/or against the proposed changes to the Walla Walla County Code;

**NOW THEREFORE**,

**BE IT ORDAINED**, by the Walla Walla County Board of County Commissioners that, based on the findings of fact and conclusions of law above, new Walla Walla County Code Chapter 9.36 is enacted, and the Walla Walla County Code is amended as follows.

**Section 1. New Walla Walla County Code Chapter 9.36 is enacted as follows:**

**9.36.010 Purpose.**

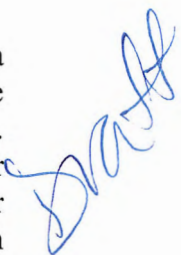
This chapter is intended to reduce the number of false requests for emergency assistance or similar misuse of the 911 emergency response system that occur within the County and result in waste of public resources. This chapter applies to any call or text message received on the Walla Walla County WESCOM system, and applies in incorporated and unincorporated areas within Walla Walla County.

**9.36.020 Definitions.**

The following persons or words used in this chapter shall be defined as set forth in this section:

- A. "Person" includes any natural person, partnership, joint stock company, unincorporated association of society, or corporation of any character whatsoever; and

B. "Misuse of the 911 system" is a request for emergency response by calling or sending a text message to 911 when no actual emergency or potential emergency exists and when the caller or message sender does not have a good faith basis to request emergency assistance. This chapter shall not be applicable to mechanical activations of request for assistance, nor shall it be interpreted to impose liability on any person who makes a good faith request for emergency assistance based on a reasonable, factual basis that an emergency situation exists or potentially exists.



**9.36.030 Misuse of 911 system.**

It shall be unlawful for any person to misuse the 911 system. It shall be an affirmative defense that the person cited has a good faith, reasonable, factual basis for the request.

**9.36.040 Penalty.**

Any violation of any terms of this chapter that does not constitute a violation of State law shall constitute a civil infraction punishable by the following fines:

First offense ..... \$25.00

Second Offense within 1 year of first offense ..... \$75.00

Third and subsequent offenses within 1 year of first offense.....\$250.00

Infractions may be issued by any general authority Washington peace officer, specially commissioned Washington peace officer (as those terms are defined by RCW 10.93.020), or Prosecuting Authority (as that term is defined by the Infraction Rules for Courts of Limited Jurisdiction Rule 1.2).

**Section 2. Effective Date.** This ordinance is effective immediately upon adoption.

**Section 3. Savings and Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

**Section 4. Publication.** This ordinance will be published by an approved summary consisting of the title.

PASSED by the Walla Walla County Board of County Commissioners in regular session at Walla Walla, Washington, then signed by its membership and attested by its Clerk in authorization of such passage this 22<sup>nd</sup> day of May, 2017.

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF  
REFINANCING COUNTY-OWNED  
PROPERTY LOCATED AT 1520  
KELLY PLACE, WALLA WALLA,  
WASHINGTON**

**RESOLUTION NO.**

**WHEREAS**, Walla Walla County owns property at 1520 Kelly Place, Walla Walla, Washington;  
and

**WHEREAS**, said property is formally identified as Walla Walla County parcel number 36-07-31-21-0002, with a legal description of Lot 4 of Highland Commerce Center Short Plat filed under Auditor's File Number 9203682 in Volume 2 of Short Plats at Page 171, records of Walla Walla County, State of Washington, and all improvements and appurtenances thereto; and

**WHEREAS**, pursuant to Walla Walla County Resolution 15 235, said property was declared surplus, and in accordance with state statute, the County Treasurer prepared for and conducted the sale of the property on October 16, 2015; however, no bids were received; and

**WHEREAS**, the Board of County Commissioners determined there was a need to re-consider declaring said property as surplus and then disposing of same; and

**WHEREAS**, pursuant to Walla Walla County Resolution No. 16 300, a public hearing date of November 28, 2016 was set to consider the subject County property as surplus and disposing of same, and subsequent to the hearing and pursuant to Walla Walla County Resolution 16 334, said property was once again declared surplus; and

**WHEREAS**, pursuant to RCW 36.34.080, Walla Walla County Treasurer Gordon Heimbigner set, supervised and conducted the sale on January 31, 2017; however, once again, no bids were received; and

**WHEREAS**, the Board of County Commissioners has informally discussed refinancing said property during open, public sessions of the Board, and a Board workshop with the County Treasurer specifically to discuss this matter was held on April 24, 2017 during a regular open session of the Board; and

**WHEREAS**, at the conclusion of said workshop and hearing the report of the County Treasurer of information he compiled, the consensus reached by the Board was to ask the County Treasurer to move forward with seeking refinancing from Baker-Boyer Bank; and

**WHEREAS**, as part of the refinancing process, certain information is required by Baker-Boyer Bank, which information is outlined on the attached Exhibit A, which is by this reference made a part hereof; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do approve refinancing the County-owned building at 1520 Kelly Place, Walla Walla, Washington, by means of a loan from Baker-Boyer Bank, Walla Walla, Washington.

"Passed this **22nd day of May, 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*

## EXHIBIT A

### REQUIRED INFORMATION FOR BAKER-BOYER BANK RE: REFINANCING COUNTY-OWNED PROPERTY LOCATED AT 1520 KELLY PLACE, WALLA WALLA, WASHINGTON

1. Baker-Boyer Bank, Walla Walla, Washington, is the authorized lender for this transaction.
2. County Treasurer Gordon Heimburger is the authorized individual to sign on Walla Walla County's behalf for this transaction.
3. Walla Walla County pledges the full faith, credit, and taxing power of the County to guarantee the payment, when due, of the principal and interest on the Loan.
4. The proceeds of the Loan are to be used for the refinancing of County-owned property at 1520 Kelly Place, Walla Walla, Washington, aka Walla Walla County Community Service Center. For as long as the Loan is outstanding, the County irrevocably pledges to levy taxes annually without limitation as to rate or amount on all of the taxable property within the County in an amount sufficient, together with other money legally available and to be used therefor, to pay when due the principal of and interest on the Loan, and the full faith, credit and resources of the County are pledged irrevocably for the annual levy and collection of those taxes and the prompt payment of that principal and interest.
5. Terms of the Loan: Amount is \$1,300,000; semi-annual payments; 3.49% interest; seven (7) year fixed Loan with a balloon payment at 25 years amortization. The County reserves the right and option to pay the Loan in full at any time.
6. The Loan is designated as a "Qualified Tax-Exempt Obligation". The County designates the Loan as a "qualified tax-exempt obligation" for the purposes of Section 265(b)(3) of the United States Internal Revenue Code of 1986 (Code), and makes the following findings and determinations:
  - (i) the Loan does not constitute a "private activity bond" within the meaning of Section 141 of the Code;
  - (ii) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds and other obligations not required to be included in such calculation) that the County and any entity subordinate to the County (including any entity that the County controls, that derives its authority to issue tax-exempt obligations from the County, or that issues tax-exempt obligations on behalf of the County) will issue during the calendar year in which the Loan is issued will not exceed \$10,000,000; and
  - (iii) the amount of tax-exempt obligations, including the Loan, designated by the County as "qualified tax-exempt obligations" for the purposes of Section 265(b)(3) of the Code during the calendar year in which the Loan is issued will not exceed \$10,000,000.



**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A  
PROPERTY ACCESS  
AGREEMENT BETWEEN THE  
CITY OF WALLA WALLA,  
WALLA WALLA COUNTY AND  
LILLIE RICE CENTER



RESOLUTION NO.

**WHEREAS**, RCW Chapter 39.34 authorizes local governmental units to enter into agreements; and

**WHEREAS**, Walla Walla County owns real property generally located at 2616 East Isaacs Avenue, Walla Walla, which property is leased to the Lillie Rice Center; and

**WHEREAS**, the City of Walla Walla is conducting an on-going environmental assessment and monitoring project on the closed Tausick Way Landfill, and as part of the project, the City wishes to conduct monitoring on adjacent properties that have been identified in a previous study as having potential for landfill gas migration; and

**WHEREAS**, as part of the project, the City wishes to access the above-referenced property at 2616 East Isaacs Avenue and has offered the County a Property Access Agreement – the City of Walla Walla and Walla Walla County and Lillie Rice Center; and

**WHEREAS**, said agreement was submitted to the County Prosecuting Attorney's office for review; now therefore

**BE IT RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said Property Access Agreement – the City of Walla Walla and Walla Walla County and Lillie Rice Center, and that the Chair of the Board shall sign same.

*Passed this 22nd day of May, 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*

## REQUEST FOR ACTION

Agenda No. \_\_\_\_\_

ITEM TITLE: Access agreement for landfill gas monitoring on County premises of Lillie Rice Center	Agenda Date: May 22, 2017
Originating Source: City of Walla Walla, Public Works	Presenters: Leah Fisk, Environmental Engineer Melissa Pike, Solid Waste Coordinator

### **BACKGROUND:**

The City of Walla Walla has developed a landfill gas monitoring plan (Plan) to take proactive measures in ensuring that any potential migration of landfill gas from the closed Tausick Way Landfill does not affect contiguous properties along the northern and western borders of the former waste disposal site. The County's property located at 2616 East Isaacs Avenue has been identified as a monitoring site in the City's Plan.

The City's Environmental Engineer, Leah Fisk, has met with property owners of the identified properties to request approval of access agreements in order to implement the monitoring plan activities.

Leah met with Christine Daudt of the Lillie Rice Center on May 8 to discuss the monitoring activity and get her approval for the access request outlined in the Access Agreement. Copies of the access agreement and summary letter from that meeting have been submitted to the County for review.

### **ACTION REQUEST:**

The City requests the Board of County Commissioners to execute the 5-year Access Agreement with the City in order to conduct monitoring activities at 2616 East Isaacs Avenue.

**PROPERTY ACCESS AGREEMENT**  
**THE CITY OF WALLA WALLA**  
**AND WALLA WALLA COUNTY AND LILLIE RICE CENTER**

This ACCESS AGREEMENT (“Agreement”) is entered into by and among Walla Walla County, a Washington municipal corporation (the “County”), Lillie Rice Center, a Washington non-profit corporation (“Lillie Rice”), and the City of Walla Walla, a Washington municipal corporation (the “City”). This Agreement concerns real property located generally at 2616 East Isaacs Avenue in the City of Walla Walla (the “Property”). The County owns the Property and leases it to Lillie Rice. The City, County, and Lillie Rice are collectively referred to in this Agreement as “the Parties.” For purposes of this Agreement, the term “the City” shall include the City’s employees, agents, consultants, and contractors.

**BACKGROUND**

The City is conducting an on-going environmental assessment and monitoring project on the closed Tausick Way Landfill. As part of the project, the City intends to conduct monitoring on adjacent properties that have been identified in a previous study as having potential for landfill gas migration.

**PURPOSE**

The City, the County, and Lillie Rice are entering into this Agreement so that the City may enter upon the Property to perform environmental assessment and monitoring activities consisting of operation of landfill gas monitoring, indoor air monitoring, and (if necessary) mitigation equipment as needed and not less than once per year (the “Work”). The Work shall be undertaken at the City’s sole cost and expense.

Specifically, the Work will include:

- Indoor air monitoring of the structures located on the Property with a photoionization detector (PID). Monitoring would be conducted in the presence of a Lillie Rice representative on request. The indoor air monitoring is intended initially as a one-time event unless certain trigger levels for actions and response are encountered at the gas monitoring location on the Property.
- Parking, transport and use of vehicles, equipment, material, and personnel onto the Property.

**GRANT OF ACCESS**

The County and Lillie Rice, hereby grant the City permission to enter upon the Property to perform the Work for the term of 5 years (the “Term”) beginning on the Effective Date stated below.

## COMMITMENTS

In return for the Property Owner and Tenant granting the City access to the property to conduct the Work, the City agrees to the following:

- The City will give Lillie Rice or its respective designated representative reasonable notice before commencing any Work on the Property; Work will only commence with Lillie Rice's consent, which shall not be unreasonably withheld. Lillie Rice agrees to cooperate and coordinate reasonably with the City to facilitate the access contemplated by this Agreement.
- The City will, to the degree practicable, perform the Work in a way that minimizes interference with any ongoing uses or operations at the Property.
- Lillie Rice, or its designee, will have the opportunity to be present for any on-Property Work.
- Upon request, the City will provide the County and/or Lillie Rice with a copy of all reports associated with the Work.
- All physical monitoring structures constructed on the Property will be maintained by the City during the Term of Work, and will be removed by the City at the end of the Term or extension of Term.
- Neither the County nor Lillie Rice shall intentionally damage, modify, alter, or otherwise interfere with the monitoring probes or other associated implements installed and maintained by the City, and shall use reasonable efforts to report to the City any damage to such probes or implements within twenty-four hours of discovery. Other than intentional damage caused by the County or Lillie Rice, any damage to, unauthorized modification or alteration of, or other interference with the monitoring wells after installation shall be the City's sole responsibility. Subject to the terms of this paragraph, neither the County nor Lillie Rice shall be in any way liable for any damage to wells or any item connected with the drilling equipment.

## INDEMNIFICATION

The City shall be solely responsible for the health and safety of its employees, its consultants, and subcontractors while performing the Work on the Property. The City shall indemnify the County and Lillie Rice from personal injury or property damage claims only to the extent such claims arise from the City's negligent act or willful misconduct during performance of the Work on the Property. The County and/or Lillie Rice will provide prompt notice to the City in the event of such a claim.

**CONDITIONS**

The undersigned Parties specifically represent that they are authorized to execute this Agreement and that they have the rights and capacities to perform the acts contemplated by this Agreement.

This Agreement shall be assigned by the County or Lillie Rice in connection with any sale, assignment of lease, or sublease of the Property to the buyer, lease assignee, or sublessee of the Property. The County and Lillie Rice shall notify the City of the assignment of the Agreement before the close of the sale, assignment of lease, or commencement date of the sublease of the Property.

This Agreement represents the entire agreement between the Parties concerning Property access for the City, and supersedes all prior access negotiations, representations, or agreements, either written or oral between the Parties unless otherwise expressly stated.

All notices, requests, demands, and other communications under this Agreement shall be in writing and shall be deemed to have been duly given if delivered by hand, email, or sent by United States mail, first class.

**TERM**

This Agreement shall take effect as of the date both Parties have signed and dated it ("Effective Date"). Unless terminated sooner by mutual written agreement of the Parties, this Agreement shall expire **December 31, 2021**.

Walla Walla County

The City of Walla Walla

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Print)/Title

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Lillie Rice Center

Christine L. Dault

Signature

Christine L. Dault, Executive Director

Name (Print)/Title

2616 E. Duane, Walla Walla, WA 99362

Address

May 8, 2017

Date

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF APPROVING  
AN E911 COUNTY EQUIPMENT  
CONTRACT     FY     2016/17  
(AGREEMENT #E17-206)**



**RESOLUTION NO.**

**WHEREAS**, RCW Chapter 39.34 authorizes local governmental units to enter into agreements; and

**WHEREAS**, pursuant to RCW 38.52 the Washington State Military Department has the authority to assist and facilitate the implementation and operation of Enhanced 911 throughout the state; and

**WHEREAS**, pursuant to Walla Walla County Resolution No. 16 203, Walla Walla County and the Washington State Military Department entered into an E911 Wireline and Wireless Operations Contract FY2017, for financial assistance necessary to answer 911 calls originating in the county; and

**WHEREAS**, an E911 County Equipment Contract FY 2016/17, Agreement #E17-206, has been offered to the County for Capital Equipment purchases with reimbursement not to exceed \$67,266; now therefore

**BE IT RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said E911 County Equipment Contract FY 2016/17, and that the Chair of the Board shall sign same.

*Passed this 22nd day of May, 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

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File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

May 22, 2017

To: Walla Walla County Board of Commissioners

Re: Department Update

**Issues/Information for the Board.**

- At the time of this writing the “wannacry” ransomware threat is still alive
- We have spent considerable time verifying that we have the patch installed on all machines.
- Nobody in state or local government in Washington has reported or admitted they were hit with this malware.

**Components (Main infrastructure)**

**Hardware**

- No issues

**Software**

- No issues

**Security/Viruses**

- No issues

**Other Projects**

- **Judges/Clerks Case Management and Document Management Systems**
  - Clerks conversion will begin soon
- **Budget /Assets**
  - No update
  - Starting to collect information
  - Considering new phone service as a pool of minutes to ease billing.
  - Have a few options, one of which would route calls using our internet connection. Working through this is a priority
- **Intranet**
  - Planning to move the intranet to SharePoint which will allow us to drop another server.
  - Sent out the link to the site for EH/DH review
  - Testing some workflow items/forms.
    - Overtime requests
    - Vacation requests
    - ADP forms
    - Surplus request forms
- **Website Redesign**
  - RFP was released.
  - I have heard from several potential vendors.
  - Vendors are expressing concern over short August time line for deployment
    - May have to negotiate completion time
- **New World**

- Was invited to a closeout meeting – I have expressed my concern that the migration does not appear to be complete.
- **Camera's**
  - Installation complete. Training this week.
- **O-365**
  - We have an option to upgrade service to add another layer of scanning protection for email - \$1.90 per user per month.
- **Texting Policy**
  - Have sent a recommendation with supporting document to Shelly.
  - Will require some other changes to the computer use policy.
- **Public Record Requests Last 2 Weeks**
  - Current PRO is retiring
    - New PRO starts 5/22/17
    - As per usual, we are looking to streamline and distribute processes.

Will update on the following if I have the data during my time with the board.

- ?= Requests received
- ? = Forwarded to departments
- ? = Completed
- ?= Pending Closure
- ? = Litigation hold
- ? = Pending 3<sup>rd</sup> party notice
- ? = Open/Being handled by the PRO
- At least 3 at this time are projected to take over a year to complete

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#### **Definitions**

**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.**

**10:00**

**COUNTY CORRECTIONS DEPARTMENT**

**Mike Bates**

- a) Presentation re Adult Drug Court
- b) Department update and miscellaneous

10:30

**PUBLIC WORKS DEPARTMENT**

**Randy Glaeser**

**a) Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Setting a date of public hearing on behalf of Columbia Energy, LLC for a franchise to construct, operate, and maintain a utility system within the county road right of way, in Walla Walla County, Washington
- 2) Resolution \_\_\_\_\_ - Signing a Project Prospectus for Blue Creek Bridge Project and Mill Creek Road Project

**b) Department update and miscellaneous**

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A PUBLIC HEARING DATE ON BEHALF OF COLUMBIA ENERGY, LLC 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**, a representative of Columbia Energy, LLC 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 June 12, 2017 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 22<sup>nd</sup> day of May, 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

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James K. Johnson, Commissioner, District 1

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Todd L. Kimball, Commissioner, District 2

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

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING A  
PROJECT PROSPECTUS FOR  
BLUE CREEK BRIDGE PROJECT  
AND MILL CREEK ROAD  
PROJECT



RESOLUTION NO.

**WHEREAS**, the Blue Creek Bridge Project and Mill Creek Road Project are going to bid under one contract; and

**WHEREAS**, the Blue Creek Bridge Project and Mill Creek Road Project are listed on the Six Year Transportation Improvement Program; and

**WHEREAS**, a Project Prospectus has been prepared as part of an application for funds to improve Blue Creek Bridge and Mill Creek Road; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby enter into said Project Prospectus and the Chair of the Board shall sign same in the name of the Board.

*Passed this 22<sup>nd</sup> day of May, 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

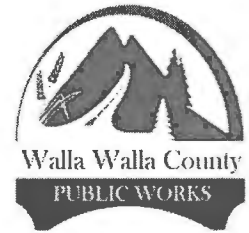
\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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

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



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 18 May 2017

Re: Director's Report for the Week of 15 May 2017

**Board Action: 22 May 2017**

**Resolutions:**

**In the Matter of Setting a Public Hearing Date for Bob Greene and Columbia Energy LLC for a Franchise to Construct, Operate, and Maintain a Utility System within the County Road Right of Way**  
**In the Matter of Signing a Project Prospectus for Blue Creek Bridge Project and Mill Creek Road Project**

**ENGINEERING:**

- Mill Creek FH: Hoping to advertise in June.
- Blue Creek Bridge: Working on specs.
- Pflugrad Bridge: Working on environmental permits.
- Second Avenue (Burbank): Contractor has finished curbing.
- Mill Creek Road MP 1.1 to MP 3.96: Acquisition will begin when time allows.
- Miscellaneous: Working on Safety grant and updating priority array.

**FLEET MGT/DEVELOPMENT:**

- Working on 2018 budget.
- Review of development requirements for Broetje expansion.

**MAINTENANCE:**

- Met with DNR regarding Greenville Quarry reclamation plan.
- Crews preparing roads for chip seal.

**ADMINISTRATION:**

- Conducted retirement party for Wayne John.
- Attended HWY 12 meeting.
- Counseling underway.

**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) **Action Agenda Items:**
  - 1) Revised job description approval form for Temporary Exhibitor's Office Help for the Fairgrounds
  - 2) New position approval form for Adult Drug Court Community Supervision Officer for the Court Services Department
- d) 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

**NOON 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*