



DRAFT

MINUTES

Regular Meeting – September 12, 2022, 9:00 a.m.

Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Heidi Eisenhour, Commissioner Kate Dean and Commissioner Greg Brotherton were present. Chair Eisenhour called the meeting to order at the appointed time. The Commissioners commented on the Wooden Boat Festival and the September 11, 2022 bell ringing that took place at the Courthouse over the weekend.

PUBLIC COMMENT PERIOD: Chair Eisenhour called for public comments, and three comments were received. The Commissioners and County Administrator addressed the comments.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Dean moved to approve the items on the Consent Agenda as presented. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

1. **HEARING NOTICE** re: Proposed Parks, Recreation, Open Space and Trails Comprehensive Plan; Hearing Scheduled for Monday, September 26, 2022 at 10:30 a.m. in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA (HYBRID)
2. **AGREEMENT** re: Mental Health Navigator Services; In the Amount of \$108,994.25 (WASPC Grant Funded); Jefferson County Sheriff's Office; Discovery Behavioral Healthcare
3. **AGREEMENT** re: Washington Conservation Corps (WCC) with the Noxious Weed Control Board will perform Restoration Projects, Invasive Weed Control, Native Species Installation, etc.; In the Amount of \$39,680; Washington State University (WSU) Jefferson County Extension; Washington State, Department of Ecology (DoE)
4. **AGREEMENT** re: Management of the Jefferson County Fairgrounds; In the Amount of \$10,927 in 2023 with 3% Escalator; Jefferson County Administrator; Jefferson County Fair Association
5. **AGREEMENT, Amendment No. 1** re: Nurse Family Partnership; Additional Amount of \$227,099.50 for a Project Total of \$418,967.50; Jefferson County Public Health; Kitsap Public Health District
6. **AGREEMENT** re: Subscription to AudioEye Managed Application; 2022 Amount \$676.94, 2023 and Beyond Amount \$5,000; Jefferson County Public Health; CivicPlus
7. **AGREEMENT** re: Hannan Farm Conservation Easement Acquisition Project; In the Amount of \$25,000; Jefferson County Environmental Public Health; Jefferson Land Trust
8. **MINUTES** re: Regular Meeting of September 6, 2022
9. **Payment of Jefferson County Payroll Warrants** Dated September 2, 2022 Totaling \$1,151,030.04 and A/P Warrants Done by Payroll Dated September 2, 2022 Totaling \$414,426.67 and Dated September 2, 2022 Totaling \$552,644.55 (Records of all claims submitted for payment along with A/P Warrants approved by the Payroll Services Manager are retained in the Jefferson County Auditor's Office)

COMMISSIONERS' BRIEFING SESSION: The Commissioners and County Administrator discussed recent meetings they attended, miscellaneous topics, and reviewed upcoming meetings.

WEEKLY COMMUNITY UPDATE: COVID-19, Monkey Pox Virus (MPV) and Emergency Management Update: Public Health Officer Dr. Allison Berry provided information on the viruses circulating in Jefferson County. Emergency Management Director Willie Bence provided information on COVID-19 vaccination clinics, recent wildfires and air quality, recent local earthquake, and review of what triggers an emergency.

DISCUSSION re: HEARING NOTICE re: Lots of Record; Hearing Scheduled for Monday, September 26, 2022 at 11:00 a.m.: Department of Community Development (DCD) Planning Manager Josh Peters, Associate Planner Bryan Benjamin and Civil Deputy Prosecuting Attorney Barbara Ehrlichman were present to discuss legal lot of record regulations which included review of proposed changes to the Unified Development Code (UDC) and timeline. After the presentation, Chair Eisenhower called for public comments. One comment was received.

After further discussion, Commissioner Brotherton moved to approve a Hearing Notice that will set a public hearing on September 26, 2022 for consideration of two ordinances amending the UDC, to adopt a new Chapter 18.12 Legal Lot of Record Determination, and a new Article 8 [Article VII] to Chapter 18.40 [Site Development Review], and changes to Chapter 18.35.60, .070, and .080 [Boundary Line Adjustment Code], and any other changes that come between now and then. Commissioner Dean seconded the motion which carried by a unanimous vote.

DISCUSSION re: AGREEMENT, Amendment No. 3 re: Managing Jefferson County's Sustainable Forestry Program; Chickadee Forestry, LLC: Chair Eisenhower stated she made changes to the Scope of Work portion of the agreement with Chickadee Forestry and Commissioner Dean and Commissioner Brotherton noted they reviewed the changes. Chickadee Forestry Principal Mallorie Weinheimer was present for discussion and stated she agreed with the proposed changes to the agreement. Chair Eisenhower called for public comments. No comments were received. Commissioner Dean moved to approve the Amendment No. 3 as presented to the professional services agreement with Chickadee Forestry, LLC [Managing Jefferson County's Sustainable Forestry Program; In the amount of \$32,000 for a 4-Year project total of \$135,000 and a one-year time extension]. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

The meeting was recessed at 11:35 a.m. and reconvened at 11:40 a.m. with all three Commissioners present.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners and County Administrator continued discussing recent meetings, miscellaneous topics and reviewed upcoming meetings. The Washington State Association of Counties (WSAC) meeting at noon will include information regarding broadband.

The meeting was recessed at 11:58 a.m. and reconvened at 1:30 p.m. with all three Commissioners present.

WORKSHOP re: Courthouse Security: Undersheriff Andy Pernsteiner, Chief Civil Deputy Jen Moore and Human Resources Director Sarah Melancon were present to discuss Courthouse security options with the Board. County Administrator Mark McCauley provided a presentation on private security versus in-house security. After the discussion, the Commissioners agreed to move forward with in-house security provided by the Sheriff's Office, and discussed next steps with HR Director Melancon. Chair Eisenhower called for public comments. Two comments were received.

ADDITIONAL DISCUSSION ITEMS: The Commissioners and County Administrator reviewed the following:

- Washington State Association of Counties Virtual Assembly; broadband update
- Calendar Coordination and miscellaneous topics
- Climate Action Goals and electric vehicles

NOTICE OF ADJOURNMENT: Chair Eisenhower adjourned the meeting at 2:45 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Heidi Eisenhower, Chair

ATTEST:

Greg Brotherton, Member

Carolyn Gallaway, CMC
Clerk of the Board

Kate Dean, Member