



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – March 25, 2024, 9:00 a.m.

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

CALL TO ORDER: Chair Kate Dean, Commissioner Greg Brotherton and Commissioner Heidi Eisenhour participated in the meeting. Chair Dean called the meeting to order at the appointed time.

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

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

1. **HEARING NOTICE** re: An Ordinance Adopting Rules for the Adoption of Ordinances, Resolutions, and Motions in Jefferson County; Hearing to be held April 8, 2024 at 11:00 a.m.; Jefferson County Courthouse, Commissioners Chambers; 1820 Jefferson Street, Port Townsend, WA (HYBRID)
2. **AGREEMENT** re: Official Legal Newspaper of Record; County Administrator; Jefferson County/Port Townsend Leader
3. **AGREEMENT** re: Construction Surveying for Phase 3 – Low Pressure Sewer Collection System for the Port Hadlock UGA; In the Amount of \$49,870; Public Works; Van Aller Surveying
4. **AGREEMENT** re: Climate Facilitation; In the Amount of \$9,993; Public Health; Cascadia Consulting
5. **AGREEMENT** re: Dungeness Crab Larval Monitoring; In the Amount of \$23,156; Public Health; Puget Sound Restoration Fund
6. **AGREEMENT** re: Olympic Coast Remotely Operated Vehicle; In the Amount of \$20,347; Public Health; National Marine Sanctuary Foundation
7. **AGREEMENT, Amendment No. 1** re: Harm Reduction/Naloxone Videos; In the Amount of \$11,865; Public Health; Whaleheart Productions
8. **ADVISORY BOARD RESIGNATION re:** Intellectual/Developmental Disabilities Advisory Board; Carl Hanson
9. **ADVISORY BOARD REAPPOINTMENT re:** Jefferson County Library District Board of Trustees; Unexpired Term on April 30, 2024; Vickie Norris
10. **APPROVAL OF MINUTES:** Regular Meeting Minutes of March 11 and 18, 2024

11. **Payment of Jefferson County Payroll Warrants** Dated March 18, 2024 Totaling \$713,195.49, Dated March 20, 2024 Totaling \$103,599.14 and Dated March 21, 2024 (Jury) Totaling \$4,898.08

COMMISSIONERS' BRIEFING SESSION: The Commissioners discussed recent meetings they attended, and miscellaneous items.

The meeting was recessed at 9:49 a.m. and reconvened at 10:04 a.m. with all three Commissioners present.

COMMISSIONERS' BRIEFING SESSION – Continued: The Commissioners and County Administrator continued discussing recent meetings they attended, miscellaneous items, Boards and Committees vacancies, Artificial Intelligence (AI), and reviewed their meeting schedules. Commissioner Brotherton shared a draft letter of support for the Hoh Tribe Fire Department. They are requesting that the Commissioners sign a letter of support for fire equipment, and send to members of Congress. Commissioner Brotherton will revise the draft letter for approval during the afternoon session.

The meeting was recessed at 11:01 a.m. and reconvened at 1:30 p.m. with all three Commissioners present.

EXECUTIVE SESSION: An Executive Session was scheduled from 1:30 p.m. to 2:45 p.m. Chair Dean announced that the Executive Session will be held from 1:30 p.m. to 2:45 p.m. regarding Attorney-Client Privilege, Potential Litigation under exemption RCW 42.30.110(1)(i) as outlined in the Open Public Meetings Act. Staff present: County Administrator, Chief Civil Deputy Prosecuting Attorney, Department of Community Development Director, and Chief Strategy Officer. The Board resumed the regular meeting at 2:45 p.m. Chair Dean announced that the Board will be extending the Executive Session from 2:45 p.m. to 3:00 p.m. The Board concluded the Executive Session and resumed the regular meeting at 3:00 p.m. There was no proposed action, and therefore no public comment taken on this topic.

WORKSHOP re: Emergency Shelter Closure: The Commissioners discussed options regarding the pending closure of the Emergency Shelter currently located at the American Legion and supporting homeless encampments. Public Health Director Apple Martine gave update on available funds to support waste removal and supplies. Commissioner Brotherton shared options moving forward. After discussion Commissioner Dean opened the floor for public comments, and seven comments were received. Another workshop will be scheduled with the City of Port Townsend and Olympic Community Action Programs (OlyCAP).

ADDITIONAL BUSINESS: Letter of Support: Commissioner Brotherton reviewed the draft letter of support for the Hoh Tribe Fire Department's request for fire equipment funding. He moved to approve the letter of support. Chair Dean seconded the motion and opened the floor for public comments, and no comments were received. She called for a vote on the motion. The motion carried by a unanimous vote. The letter will be sent to Senator Maria Cantwell, Senator Patty Murray and Representative Derek Kilmer.

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Commissioners Meeting Minutes of March 25, 2024

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 4:18 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Kate Dean, Chair

ATTEST:

Greg Brotherton, Member

Adiel McKnight
Deputy Clerk of the Board

Heidi Eisenhour, Member