



DRAFT

## MINUTES

### Regular Meeting – April 24 2023, 9:00 a.m.

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

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

**PUBLIC COMMENT PERIOD:** Chair Brotherton called for public comments, and thirteen comments were received. The Commissioners addressed the comments, which were all related to decriminalizing entheogens.

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

1. **BID AWARD** re: Pavement Marking on Jefferson County Roads for Calendar Years 2023-2025, Project No. 1800-20490; Public Works; Specialized Pavement Marking, LLC
2. **AWARD of CONTRACT** re: Port Hadlock Wastewater Facility- Phase I, In the Amount of \$1,139,547 (plus tax); Public Works; Seton Construction
3. **AGREEMENT** re: Provider Agreement for Covered Services; Fee for Service; Public Health; Community Health Plan of Washington
4. **AGREEMENT, Amendment No. 2;** Periodic Review of the Shoreline Master Program (SMP); Update through June 30, 2023; In the Amount of \$49,980; Department of Community Development; BERK Consulting, Inc.
5. **AGREEMENT, Amendment No. 3;** Periodic Review of the Shoreline Master Program (SMP); Shoreline User Guide (SUG) through June 30, 2023; In the Amount of \$16,745; Department of Community Development; BERK Consulting, Inc.
6. **AGREEMENT, Amendment No. 4;** Periodic Review of the Shoreline Master Program (SMP); SMP Adoption, Shoreline User Guide (SUG) Completion, and Staff Training, In the Amount of \$17,608; Department of Community Development; BERK Consulting, Inc.
7. **ADVISORY BOARD REAPPOINTMENT** re: Jefferson County Parks and Recreation Advisory Board (PRAB); Two (2) Year Term to Expire May 15, 2025; District No. 3 Representative, Jon Cooke
8. **ADVISORY BOARD REAPPOINTMENT** re: Jefferson County Library Board of Trustees; Five (5) Year Term to Expires April 2028; (Ms.) Joan Chapdelaine
9. **MINUTES** re: Regular Meeting Minutes of April 10 and 17, 2023, and Special Meeting Minutes of April 17, 2023 (WSAC)

10. **Payment of Jefferson County Payroll Warrants** Dated April 5, 2023 Totaling \$164,030.32 and April 20, 2023 Totaling \$90,585.98 (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.)
11. **Payment of Jefferson County Vouchers/Warrants** Dated April 17, 2023 Totaling \$1,392,294.91 (Records of all claims submitted for payment along with vouchers approved by the Board of Jefferson County Commissioners are retained by the Jefferson County Auditor and Public Works Department.)

**ADDITIONAL BUSINESS re: Proposed Name Change for Kilisut Harbor:**

Commissioner Dean reviewed a draft letter to the Washington State Committee on Geographic Names regarding support for the renaming of Kilisut Harbor to Passage Through. After a brief discussion, Commissioner Eisenhower moved to approve the letter supporting the naming of Passage Through to the Washington State Committee on Geographic Names for the new passage between Scow Bay and Oak Bay. Chair Brotherton called for public comments, hearing no comments, he called for a vote on the motion. The motion carried by a unanimous vote.

The meeting was recessed at 9:50 a.m. and reconvened at 9:57 a.m. with all three Commissioners present.

**COMMISSIONERS' BRIEFING SESSION:** Chair Brotherton shared a video regarding new Community Assistance Referral Education Services (CARES) Navigator Team at the Fire Department.

**DISCUSSION re: Requesting that the Arrest, Investigation, and Prosecution of Individuals Involved with Entheogen-related Activities be Amongst the Lowest Priority in Jefferson County and Declaring Support for Full Decriminalization of these Activities:**

Commissioner Eisenhower stated this is an issue that the community has been talking about for a long time. She added that the goal of the resolution is about decriminalizing entheogens at a state level. She noted that she spoke with the Sheriff and the Prosecutor regarding the proposed resolution, and they voiced some concerns and she shared their suggested edits with the Board.

Prosecutor James Kennedy and Sheriff Joe Nole joined the meeting and participated in discussion. The Board discussed amendments to the draft resolution. Chair Brotherton called for public comments and 10 comments were received. The revised draft resolution will be reviewed and potentially approved during the May 1, 2023 Commissioner meeting.

**CLOSED SESSION:** A Closed Session was scheduled from 11:00 a.m. to 11:15 a.m. Chair Brotherton announced that the Closed Session will be held from 11:11 a.m. to 11:41 a.m. with the County Administrator and Human Resources Director to discuss that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, exemption as outlined in the Open Public Meetings Act, RCW 42.30.140(4)(b). The Board concluded the Closed Session and resumed the regular meeting at 11:41 a.m.

**ADDITIONAL BUSINESS: CRAB Certificate of Good Practice:** County Administrator Mark McCauley explained the effort made by Public Works to receive the Certificate of



Good Practice. Public Works Director Monte Reinders was present and commented on the importance of the certificate and the work that it takes to receive this accomplishment. He introduced Public Works Deputy Director Eric Kuzma and Engineer Conor Ferry who provided comments.

Commissioner Eisenhower noted that the State Capital Budget passed and she reviewed Jefferson County projects that were approved for funding.

Commissioner Dean excused herself from the meeting to attend another scheduled meeting at 12:01 p.m.

The meeting was recessed at 12:03 p.m. and reconvened at 1:31 p.m. with Chair Brotherton and Commissioner Eisenhower present. Commissioner Dean joined the meeting at 1:35 p.m.

**COMMISSIONERS' BRIEFING SESSION - Continued:** Commissioner Eisenhower discussed recent meetings she attended.

**WORKSHOP re: WSU Extension 2023 Work Plan:** County Administrator Mark McCauley thanked Bridget Gregg for her service as WSU Extension Interim Director. Interim Director Gregg provided a presentation on activities: 4H Youth Development, Regional Small Farms program, Master Gardener program, Sea Grant, Snap-Ed Coordinator, Food Bank Grower Coordinator, Remote Worker's Certification and Broadband initiative. She reviewed the applicants for the WSU Extension Director position.

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

- Letter to WSDOT and Governor Inslee re: Hood Canal Bridge closure; responsiveness; Commissioner Eisenhower will draft a letter to review during the next meeting
- Administrative Assistant Day
- 4<sup>th</sup> Graders to visit the Courthouse
- Legislative Update
- Commissioner's Briefing Session - Continued
- New Aquatic Center; draft plans
- Commissioners Briefing – Continued and miscellaneous topics
- County Administrator Briefing
- Calendar Coordination
- USDA Public Meeting re: Federal Appropriation Early Learning Facility: Moved to May 3, 2023 at 6:30 p.m.
- Tentative BOCC Special Meeting: Proposed date to be held on May 22, 2023 at 11:00 a.m. for a CDBG Early Learning Facility Hearing
- Boards & Committees Vacancies
- Letter to thank Arlene Alen; for her work on the Planning Commission and Jefferson County Chamber of Commerce; one will be drafted to review and approve at the next meeting

**NOTICE OF ADJOURNMENT:** Chair Brotherton adjourned the meeting at 4:10 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC  
Clerk of the Board

Heidi Eisenhour, Member