



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – September 16, 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. She announced that the Executive Session that was previously scheduled for 1:30 p.m. will now be held at 10:30 a.m.

PUBLIC COMMENT PERIOD: Chair Dean called for public comments, and four comments were received. The Commissioners addressed the comments. Commissioner Brotherton explained proposed changes to the Tourism Coordinating Council. He explained that he has a presentation he would like to provide later in the meeting.

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

1. **RESOLUTION NO. 50-0916-24R** re: Amending Sections I, III, and IV of Resolution No. 82-91 Jefferson County Open Space Tax Program to Remove the Requirement for a Hearing Examiner Recommendation
2. **AGREEMENT** re: Overwatch System to provide monitoring of individuals in custody; In the Amount of \$24,394.22 for the first year, \$14,437.50 annually thereafter; Sheriff's Office; 4Sight Labs
3. **AGREEMENT, Amendment No. 2** re: Landfill Post-Closure Care Termination; In the Amount of \$26,692; Public Works; Aspect Counseling
4. **ADVISORY BOARD APPOINTMENT** re: Local Emergency Planning Committee (LEPC); Shannon Daugherty representing the Port Townsend Paper Company – Two-year term expiring September 16, 2026
5. **ADVISORY BOARD REAPPOINTMENT** re: Solid Waste Advisory Committee; Stephen Chappuis – Two-year term expiring September 16, 2026
6. **ADVISORY BOARD RESIGNATION** re: Tourism Coordinating Council; Crystie Kisler representing Port Hadlock/Tri-Area/Discovery Bay
7. **ADVISORY BOARD RESIGNATION** re: Behavioral Health Advisory Committee (BHAC); Amanda Grace representing Board of Health
8. **MOTION to AFFIRM** re: 2025 and 2026 1/10th of 1% Funding Requests from the Behavioral Health Advisory Committee
9. **APPROVAL OF MINUTES:** Regular Meeting Minutes of September 3 and 9, 2024

10. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated September 9, 2024 Totaling \$849,774.69

ADDITIONAL BUSINESS: LETTER OF SUPPORT re: Recommendation for Jefferson Healthcare Application for a Justice Assistance Grant (JAG): Chair Dean introduced a draft letter of support of Jefferson Healthcare's application for a JAG Innovation Fund grant, that will increase Jefferson Healthcare's capacity to provide forensic exams and care to children under the age of 13. After review, Commissioner Eisenhower moved to approve the letter of support for Jefferson Healthcare's application. Commissioner Brotherton seconded the motion. Chair Dean called for public comments, and no comments were received. She called for a vote on the motion. The motion carried by a unanimous vote.

COMMISSIONERS' BRIEFING SESSION: Commissioner Brotherton and Commissioner Eisenhower discussed recent meetings they attended, and miscellaneous topics.

WORKSHOP re: Special Assessment Fees Handled Through the Property Tax System: Assessor Jeff Chapman, Treasurer Stacie Prada, Chief Deputy Assessor Sherrie Shold and Assessor Technician Lauralee Kiesel were present for discussion. Assessor Chapman explained Jefferson County Benefit Assessments which include: Clean Water (Environmental Health), On-site Septic (Environmental Health), Noxious Weed (Noxious Weed Control Board), Conservation District, Port Ludlow Drainage District, Fire Protection Assessment (DNR), and Landowners Contingency Assessment (DNR). He reviewed rates and assessments in further detail. Commissioner Eisenhower noted recommendations were listed on the Agenda Request, but added those will probably come before the Board at a later date, and Assessor Chapman confirmed.

EXECUTIVE SESSION: An Executive Session was previously scheduled from 1:30 p.m. to 2:00 p.m. The Chair announced at the beginning of the meeting that the Executive Session will be held from 10:30 a.m. to 11:00 a.m. Chair Dean announced that the Executive Session will actually be held from 11:04 a.m. to 11:19 a.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, Civil Deputy Prosecuting Attorney, Department of Community Development Director and Associate Planner. The Board concluded the Executive Session and resumed the regular meeting at 11:06 a.m.

Chair Dean explained that Jefferson County received a letter on August 15, 2024 from the Point No Point Treaty Council and Chairs of the Port Gamble Tribe and Jamestown S'Klallam Tribe registering concerns regarding Pleasant Harbor Master Planned Resort process, as it is unfolding, and the Commissioners wish to formulate a response. Civil Deputy Prosecuting Attorney Melissa Pleimann reviewed the draft letter with the public. The letter requests government to government consultation sometime after October 15, 2024.

Commissioner Eisenhower moved to approve the signing and sending of the response letter. Commissioner Brotherton seconded the motion. Chair Dean called for public comments, and no comments were received. Chair Dean called for a vote on the motion. The motion carried by a unanimous vote.

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

ADDITIONAL BUSINESS re: Tourism in Jefferson County: Commissioner Brotherton shared a presentation on tourism in Jefferson County that covered: Use of Lodging Tax funds, destination marketing, weaknesses, threats, strengths and opportunities. He proposed that the County do the following:

- Designate the priority of Tourism Coordinating Council (TCC)
- Prioritize the RCW's allowable uses of funds for the Lodging Tax Advisory Committee (LTAC)
 - Support the operations and capital expenditures of tourism-related facilities, or a Public Facilities District (and housing next year)
 - The marketing and operations of special events and festivals designed to attract tourists
 - Tourism marketing
- Work with the North Hood Canal Chamber of Commerce on replacing Visitor information Centers (VIC) with Visitor Information Services (VIS) incorporating the development of local marketing materials and connections with the VIC system
- Stop supporting printing maps and pamphlets, we want to connect just through digital methods.

Commissioner Brotherton reviewed the potential outcomes if Jefferson County did not participate in destination marketing. He also shared his vision for the Gateway Visitor Center that will have EV chargers, food trucks, picnic area, wi-fi, tourist information, and restrooms. He shared the presentation with the Commissioners so they could review and research for discussion at a later date.

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 12:36 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

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member



DRAFT

MINUTES

Special Meeting – September 16, 2024, 6:00 p.m.

**Jefferson County Board of Commissioners
and Port Townsend City Council**

Healthier Together Task Force (HTTF) Presentation

Virtual and In-Person Attendance at

City Council Chambers – 250 Madison St. Port Townsend, WA 98368

CALL TO ORDER: Jefferson County Chair/Commissioner Kate Dean called the special meeting to order at the appointed time. City of Port Townsend Mayor/Councilmember David Faber called the City Council regular meeting to order at the appointed time.

The following individuals were present for the Joint Special Meeting:

Jefferson County:

Kate Dean, Commissioner District No. 1, Chair

Heidi Eisenhour, Commissioner District No. 2

Greg Brotherton, Commissioner District No. 3, HTTF member

Mark McCauley, County Administrator

City of Port Townsend

David Faber, Councilmember, Mayor

Amy Howard, Councilmember, Deputy Mayor

Monica MickHager, Councilmember

Owen Rowe, Councilmember

Libby Wennstrom, Councilmember

Neil Nelson, Councilmember

Ben Thomas, Councilmember

John Mauro, City Manager

Carrie Hite, Director of Parks and Recreation Strategy

PRESENTATION re: Healthier Together Task Force (HTTF): HTTF Members Todd McGuire, Cray Henry, Nancy Speser and Commissioner Greg Brotherton were in attendance to give a presentation on their findings after months of research. The consensus reached by the HTTF members is that the County should create a Public Facilities District (PFD), and that district conduct further research and complete additional tasks, and then ask the voters for a .2% sales tax to fund a pool in a more centralized location. After the presentation, they answered questions posed by the City and the County.

Commissioner Brotherton noted that he will look into the creation of an Interlocal Agreement between the City of Port Townsend and Jefferson County regarding the use of Lodging Tax funds.

DRAFT

Commissioners Special Meeting Minutes of September 16, 2024

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 7:25 p.m. until the next regular meeting or special meeting as properly noticed.

SEAL:

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

Kate Dean, Chair

ATTEST:

Greg Brotherton, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member