



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – June 10, 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 two comments were received. The Commissioners addressed the comments.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Chair Dean noted that Consent Agenda Item No. 2 will be moved to Regular Agenda for further discussion. Commissioner Brotherton moved to approve the Consent Agenda, minus Consent Agenda Item No. 2 re: Lodging Tax Advisory Committee (LTAC) memo. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

1. **HEARING NOTICE** re: Conservation Futures Funding Applications for 2024; Hearing to be held on Monday, June 24, 2024 at 9:45 a.m. in the Commissioners Chambers and Zoom
2. **MEMO** re: LTAC Recommendations (removed for further discussion)
3. **APPROVAL OF MINUTES:** Regular Meeting Minutes of June 3, 2024
4. **APPROVAL OF PAYROLL WARRANTS:** Dated June 5, 2024 Totaling \$2,450,771.43

DISCUSSION re: RESOLUTION re: Alternative Enforcement Program:

Environmental Public Health Director Pinky Mingo was present to explain the proposed program. She noted that they saw a need for an alternative enforcement program in Jefferson County. The policy applies to folks who may have a mental, substance disorders, physical disability or some other barrier to compliance. The goal is to pair them with a professional who has a mental and/or social services background, who can work with the individual to create a Smart Plan, which is a specific and measurable plan. She added that the proposed program is a voluntary program. She answered questions posed by the Board.

Chair Dean opened the floor to allow for public comments, and one comment was received. The Commissioners and staff responded to the comment. After discussion, Commissioner Eisenhour moved to approve **RESOLUTION NO. 32-0610-24R** re: Adopting an Alternative Enforcement Policy for the Jefferson County Public Health Department. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

ADDITIONAL BUSINESS: DISCUSSION re: Request from Jefferson PUD No. 1 to purchase property: PUD Manager Kevin Street was present to discuss the PUD's request to purchase two properties near the Caswell Brown Village for a \$12 million substation, and it would be beneficial to the project if they were able to acquire the two parcels.

Acting County Administrator/Public Works Director Monte Reinders noted he feels it is a reasonable request from the PUD to use that property, and it is in the right location for their needs. He added that it would be a good use of the parcels for the public good, as the parcels are challenging due to their topography. The Commissioners were in agreement that this would be a good way to support the PUD and is a good investment for the future. Chair Dean noted that funds from the sale of the property could be allocated for housing.

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

- **Memorial Field; request use for the Rhododendron Carnival:** Although the Commissioners agreed that heavy carnival equipment should not be on Memorial Field, due to the cost of repairing the athletic field after the event, they are willing to work with the City of Port Townsend and the Port of Port Townsend on finding some good work-arounds. Chair Dean stated that she will take the lead on this item.
- **Jet skis:** The Commissioners discussed a request regarding jet skis in Port Ludlow. Commissioner Brotherton will attend an upcoming Port Ludlow Village Council (PLVC) meeting and bring this up for discussion.
- **Tri-Area plants getting sprayed with paint:** The local Garden Club recently planted plants in boxes at the Tri-Area Community Center, and the painters did not protect the plants, which were sprayed and died. The Garden Club is seeking compensation for the plants. Commissioner Eisenhower will follow up on this.

COMMISSIONERS' BRIEFING SESSION: The Commissioners discussed recent meetings they attended, miscellaneous topics, and reviewed upcoming meetings. Some of the miscellaneous topics discussed included: potential sites for a new aquatic facility, update on Emergency Shelter management and funding, Recompete update, Marine Resources Committee (MRC) crabbing education, housing stock plans, Strategies 360 lobbying services, and unpermitted bulkheads in nearby counties.

EXECUTIVE SESSION: An Executive Session was scheduled from 10:30 a.m. to 11:00 a.m. Chair Dean announced that the Executive Session will be held from 10:30 a.m. to 11:00 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: Acting County Administrator, Chief Civil Deputy Prosecuting Attorney, Civil Deputy Prosecuting Attorney, and Department of Community Development Director. The Board concluded the Executive Session and resumed the regular meeting at 11:00 a.m.

After the Executive Session, Department of Community Development (DCD) Director Josh Peters requested action regarding a Moratorium on Short Term Rentals. On April 8, 2024 there was an

emergency control to establish moratorium for land use applications for short terms rentals, and the original moratorium was scheduled for one year, with a hearing to be held within 60 days. Staff did not have time to properly notice the hearing, so they are seeking a new moratorium and will make sure that a hearing is scheduled in a timely fashion. The end date of the new moratorium will be April 2025, which is the same date as the previous moratorium.

Director Peters reviewed the Planning Commission process, and noted that they will be meeting again in July 2024 to discuss the STR moratorium. The Planning Commissioner will then hold a hearing on the substance of the matter. He proposed that the Board of County Commissioners hold a hearing on July 8, 2024 at 11:00 a.m.

After discussion, Commissioner Brotherton moved to approve **ORDINANCE NO. 03-0610-24** re: An Ordinance Relating to Development Regulations for Short-Term Rentals, Declaring an Emergency, and Establishing a Moratorium on Acceptance and Processing of Applications for Hospitality Establishment Permits for Transient Residences or Transient Guest Houses per Jefferson County Code (JCC) 18.20.210(3). Commissioner Eisenhower seconded the motion.

Chair Dean called for public comments on the motion, and one comment was received. She called for a vote on the motion. The motion carried by a unanimous vote.

Commissioner Brotherton moved to approve the hearing notice regarding the Moratorium on Short-Term Rentals, with a hearing to be held on July 8, 2024 at 11:00 a.m. Commissioner Eisenhower seconded the motion. Chair Dean opened the floor to allow for public comments on the motion, and no comments were received. She called for a vote on the motion. The motion carried by a unanimous vote.

Clerk Gallaway noted a correction to the hearing materials listed on the hearing notice. She will coordinate with staff to ensure the correct pathway to hearing materials is advertised.

DISCUSSION re: Lodging Tax Advisory Committee (LTAC) Recommendations (Consent Agenda Item No. 2): Commissioner Brotherton stated there is a Special LTAC meeting June 11, 2024, and he would like the Board's input regarding inconsistencies in the Code that pertains to LTAC, and more specifically application for recommendation of LTAC funds. He suggested rejecting the awards that were budgeted, and see how we should process LTAC funds. A workshop will be scheduled prior to the RFP process in August, 2024.

Commissioner Eisenhower moved that the Board direct the LTAC to review both the state RCWs and Jefferson County Code (JCC) to make sure they're internally consistent with each other, and make recommendations as to how to bring them into consistency, and to review the recently adopted Olympic Peninsula Tourism Master Plan, and to figure out how LTAC could help mobilize that. The motion failed for lack of a second. Commissioner Brotherton stated he does not need a motion, and he will modify the LTAC agenda based on the discussion today.

It was noted that County offices will be closed on June 19, 2024 to observe the Juneteenth Holiday.

Commissioners Meeting Minutes of June 10, 2024

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 11:27 a.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