



DRAFT

MINUTES

Regular Meeting – January 17, 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. He shared two Martin Luther King Jr. quotes with the public in honor of Martin Luther King Day.

PUBLIC COMMENT PERIOD: Chair Brotherton called for public comments, and thirteen comments were received. The Commissioners addressed the comments and also reviewed written comments received.

PROCLAMATION re: Declaration of Rights for the Southern Resident Orcas: The Commissioners reviewed the draft proclamation and made edits. They agreed to review the Consent Agenda while Commissioner Dean incorporated edits into the proclamation.

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. **CALL FOR BIDS** re: Publication of County Legal Notices; Bids Accepted Until 9:30 a.m. and on Monday, March 6, 2023 and Opened and Read Publicly shortly thereafter in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA
2. **AGREEMENT, Amendment No. 2** re: Community Inclusion Services; An Amount of \$2,907 in Funding Reallocated and a Decrease in the Amount of \$1,573.84 for a Project Total of \$26,180.16; Jefferson County Public Health; Cascade Community Connection
3. **AGREEMENT, Amendment No. 3** re: Community Inclusion Services; Additional Amount of \$50,000 for a Project Total of \$76,180.16; Jefferson County Public Health; Cascade Community Connection
4. **REQUEST FOR PROPOSALS (RFP)** re: Olympic Peninsula Gateway Visitor Center for Jefferson County, Washington; County Administrator
5. **MOTION** re: Appoint/Affirm Members of the Jefferson County Risk Management Committee (RMC) Per Resolution No. 54-19 (No Expiration of Terms); Appoint Treasurer Stacie Prada
6. **ADVISORY BOARD END OF TERM** re: Housing Fund Board; Member, Anya Callahan
7. **ADVISORY BOARD RESIGNATION** re: Housing Fund Board (HFB); Member, Robert Davis

8. **ADVISORY BOARD RESIGNATION** re: Solid Waste Advisory Committee (SWAC); District No. 2 Representative, Jenifer Taylor
9. **ADVISORY BOARD RESIGNATION** re: Tourism Coordinating Council (TCC); Brinnon/Quilcene Representative; Christina Maloney
10. **ADVISORY BOARD APPOINTMENT** re: Tourism Coordinating Council (TCC); No Terms; Brinnon/Quilcene Representative, Brinnon/Quilcene Representative, Dan Ventura
11. **MINUTES** re: Regular Meeting of January 3, 2023 and January 9, 2023
12. **Payment of Jefferson County Payroll Warrants** Dated January 5, 2023 Totaling \$2,244,824.92 and A/P Warrants Done by Payroll Dated January 5, 2023 Totaling \$13,519.21 (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.)
13. **Payment of Jefferson County Vouchers/Warrants** Dated December 28, 2022 Totaling \$556,710.74 (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.)

PROCLAMATION re: Declaration of Rights for the Southern Resident Orcas -

Continued: The Commissioners reviewed the final edits to the proclamation incorporated by Commissioner Dean. All three Commissioners read aloud the proclamation. Chair Brotherton called for public comments, and none were received. Commissioner Eisenhower moved to approve the Declaration of Rights for the Southern Resident Orcas as amended. Commissioner Dean seconded the motion which carried by a unanimous vote. Individuals from the audience, and some who were dressed up as Orca whales, had their photo taken with the Commissioners.

COMMISSIONERS' BRIEFING SESSION: Commissioner Dean discussed recent meetings she attended.

PUBLIC HEALTH UPDATE: Public Health Officer Dr. Allison Berry provided information on the viruses circulating in Jefferson County. Emergency Management Director Willie Bence was not present to give the Emergency Management update.

The meeting was recessed at 10:08 a.m. and reconvened at 10:18 a.m. with all three Commissioners present.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners continued discussing recent meetings they attended and reviewed upcoming meetings.

DISCUSSION re: Priorities for Allocating Remaining County American Rescue Plan Act (ARPA) Funds: The Commissioners reviewed a proposed priorities list for allocating ARPA funds. After discussion, Chair Brotherton called for public comments, and none were received. Commissioner Dean moved to approve the guidelines and release them to the public for distributing the remainder of ARPA funds. Commissioner Eisenhower seconded the motion which carried by a unanimous vote.

Clerk Gallaway noted that the deadline for publishing in the legal paper of record had been missed as deadlines for submittal are on Mondays, and Monday was a holiday. She stated that the ad for the ARPA request for proposals would be published on January 25, 2023. She also noted that the same deadline issue applies for Consent Agenda Items No. 1 and 4 as well. The Commissioners stated they were in favor of a February 10, 2023 deadline.

County Administrator Mark McCauley noted that the proposal indicates a receipt of upcoming funding, which is not guaranteed, so he would like verbiage to reflect that. The Board will review the ARPA last call for proposals document during the afternoon session, with the intention to make their previous approval of the document, null and void.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners and County Administrator continued discussing recent meetings they attended, Point in Time count form, miscellaneous topics and reviewed upcoming meetings. The Commissioners also discussed contacting Washington State Department of Natural Resources regarding "leave" trees that were cut either as part of a harvest, or illegally cut after a harvest.

The meeting was recessed at 11:40 a.m. and reconvened at 1:31 p.m. with all three Commissioners present.

WORKSHOP re: Jefferson County Parks and Recreation Advisory Board (PRAB) 2022 Annual Report: Parks and Recreation Manager Matt Tyler introduced the Chair of the PRAB and member Susie Marshall. Manager Tyler and PRAB Chair Bessey provided information on the 2022 Annual Report.

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

- 2023 Community Outreach
- ARPA Last Call – Continued: The Commissioners reviewed the draft document that was presented on-screen for the public to view. After discussion, Commissioner Dean moved to replace the guidelines for Last Call ARPA Funds, from what was approved earlier today, to the revised and updated guidelines presented here. Commissioner Dean seconded the motion. Chair Brotherton called for public comments, and none were received. He called for a vote on the motion. The motion carried by a unanimous vote.
- Hood Canal Coordinating Council (HCCC) Dues: At the upcoming HCCC Annual Meeting, they will be requesting a \$7,500 increase in membership dues. Previous dues were \$2,500.
- Washington State Commerce Grant for solar panels and batteries for community centers
- Legislative update provided by Commissioner Dean
- Closing remarks

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 3:01 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