



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – August 7, 2023 at 9:00 a.m.

This is a Hybrid meeting: Virtual and In-Person Attendance at
Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

Kate Dean, District 1 | Heidi Eisenhour, District 2 | Greg Brotherton, District 3 – Chair

Due to technical difficulties – portions of this video are not available.

To view the Zoom files, please go to

www.co.jefferson.wa.us – Services – Laserfiche Web Portal – Board of County Commissioners – BOCC Meeting Videos Zoom Files – 2023 – and then date of this meeting.

To view Agenda items, meeting materials and comments received, click here: www.co.jefferson.wa.us – Services – Laserfiche Web Portal – Board of County Commissioners – BOCC Agenda Packets – 2023 Weekly Agenda Items – Month of the meeting – Day of the meeting

You can join this meeting by using the following methods:

• Zoom Meeting: https://zoom.us/j/93777841705 This option will allow you to join the meeting live. You will need to enter an email address. If you wish to provide public comment, click on the hand icon at the bottom of the screen to “raise your hand.” Participation will be up to the Chair and Clerk
• Audio-only: Dial: 1-253-215-8782 and use Webinar ID: 937-7784-1705# This option will allow you to listen to the meeting live. If you wish to provide public comment, press *9 to “raise your hand.” Participation will be up to the Chair and Clerk Access for the hearing impaired can be accommodated using Washington Relay Service at 1-800-833-6384. If you need special accommodations, please contact our office 24 hours in advance.
• Website: www.co.jefferson.wa.us Follow the links under “Quick links,” “Videos of Meetings,” and click on “Today.” This option will allow you to watch the meeting live-streaming, with no participation.
• In-person: You are welcome to join this meeting in-person.

In the event of technical difficulties, at least one of the methods above will be accessible to the public. Please try all methods first before calling 360-385-9100 to report any issues.

Individuals may provide Public Comment using the following methods:

- Video: Refer to meeting instructions above
- Audio-only: Refer to meeting instructions above
- Email: You may submit comments/correspondence to us at: jeffbocc@co.jefferson.wa.us up through 11:59 p.m. the day before the meeting.

Public Comment Periods are dedicated to listening to the public. Each person may address the Board one time during these periods. To ensure equal opportunity for the public to comment, all comments shall be limited to 2 or 3 minutes per person, depending on the volume of public in attendance. Some Agenda items may have additional

Public Comment Periods – these comment periods are for listening to comments specific to that Agenda item. The Chair may add additional Public Comment Periods throughout the meeting.

9:00 a.m. **CALL TO ORDER** 9:01 a.m. 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 announced that on Friday, August 4, 2023, all County email stopped working, and is still not operational. He added that as a result, no emailed public comments were received over the weekend.

9:01 a.m. **PUBLIC COMMENT PERIOD – ALL TOPICS**

Comment

Comment

Response to comments.

Comment

Response to comment.

9:19 am

No set time **APPROVAL AND ADOPTION OF THE CONSENT AGENDA:**

(Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners.)

1. **RESOLUTION NO. 31-23** re: Adopting a Low-Income Minimum Fee Discount Pilot Program for the Department of Public Works, Solid Waste Division
 
2. **RESOLUTION NO. 32-23** re: Correcting the Official County Road Log, Fremont Avenue, #301709
 
3. **RESOLUTION NO. 33-23** re: Construct a Road and Stormwater Improvements on a Portion of Public Right of Way Known as Charles Street
 
4. **AGREEMENT and SUBSCRIPTION AGREEMENT** re: Collective Bargaining Agreement and Subscription Agreement for Trust Participation for Jefferson County Employees; August 1, 2023 through December 31, 2026; UFCW 3000 and Sound Health Wellness Trust
 
5. **AGREEMENT** re: Department of Community Development (Castle Hill) HVAC Replacement; In the Amount of \$22,604.01; Central Services; Mayda Mechanical
 
6. **AGREEMENT** re: EnergGov Project Management Consulting; In the Amount of \$90,000, Central Services; Hansell Tierney, Inc. (deleted and approved later in the meeting)
 
7. **AGREEMENT** re: Project Prospectus for Naylor's Creek at West Valley Road and Gibbs Lake Road Culvert Replacements; Public Works, Washington State Department of Transportation
 
8. **AGREEMENT, Amendment No. 1** re: Community Navigator; In the Amount of \$34,200; Public Health; Olympic Peninsula YMCA – Jefferson County Branch
 

9. **AGREEMENT, Amendment No. 1** re: Affordable and Supportive Housing – 1590 Funds; No change in amount; County Administrator, OlyCAP
 
10. **MOTION to RESCIND AGREEMENT:** Interlocal Agreement for Harm Reduction Program; Public Health; Clallam Health and Human Services
 
11. **LETTER re:** Opposing Two Congressional Bills Proposing Substantially Increased Weight and Length Limits for Trucks **(Attached letter removed, BOCC agreed to sign-on to online letter)**
 
12. **ADVISORY BOARD APPOINTMENT** re: Lodging Tax Advisory Committee (LTAC); Unexpired Term Expire July 23, 2024; Tara McCauley, Jefferson County Historical Society
 
13. **ADVISORY BOARD REAPPOINTMENTS (2)** re: Lodging Tax Advisory Committee (LTAC); 1) Three Year Term to Expire August 15, 2026; Diana Smeland, The Resort at Port Ludlow and 2) Amy Neil, Kalaloch Lodge
 
14. **ADVISORY BOARD REAPPOINTMENT re:** Jefferson County Intellectual Developmental Disabilities Advisory Board (IDDAB); Three (3) Year Term to Expire June 22, 2026; Member, Cherish Cronmiller
 
15. **APPROVAL of MINUTES:** Special Meeting Minutes of July 19, 2023 (Community Outreach),
 
16. **Payment of Jefferson County Vouchers/Warrants** Dated July 24, 2023 Totaling \$597,676.31
 
17. **Payment of Jefferson County Payroll Warrants** Dated August 4, 2023 Totally \$2,165,815.05
 

A public comment voiced concerns over Consent Agenda Item No. 6 and 11. After discussion, Commissioner Dean moved to remove the Agreement re: EnerGov (Consent Agenda Item No. 6) and for the Letter regarding increased truck weight limits, that instead of signing on to the letter, the Commissioners will be signing onto a digital letter. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

REGULAR AGENDA:

9:27 a.m.

No set time **PROCLAMATION** re: Proclaiming August 6-12, 2023 as National Farmers Market Week



Amanda Milholland, Jefferson County Farmers Market

All three Commissioners read aloud the proclamation. Commissioner Dean moved to approve the Proclamation. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

Jefferson County Farmers Market Executive Director Amanda Milholland provided an update on the local Farmers Markets and thanked the Commissioners for the proclamation. She also thanked Lodging

Tax funds for assisting them in their goals.

9:34 a.m.

No set time **COMMISSIONERS BRIEFING SESSION** – Deputy County Administrator Chris Goy was present to explain the email outage issue that has been down since Friday, August 4, 2023, and is currently down. Commissioner Eisenhour reviewed recent meetings she attended.

9:45 a.m.

MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE

Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director

9:45 a.m. – Willie Bence provided an update on the wildfires in Jefferson County, and explained NIXLE alerts.

9:58 a.m. – Dr. Berry provided an update on COVID-19, RSV (10:16 a.m.), influenza, avian flu viruses and the opioid crisis.

10:25 a.m. – Commissioners' response.

COMMISSIONERS BRIEFING SESSION – Continued: Chair Brotherton and Commissioner Dean reviewed recent meetings she attended and discussed miscellaneous topics.

Recess 10:40

Reconvene 10:45 a.m.

10:45 a.m.

DISCUSSION re: Dabob Bay Natural Area Boundary Expansion Proposal



PPT Presentation

Heidi Eisenhour, Commissioner District No. 2
Peter Bahls, Executive Director Northwest Watershed Institute

Commissioner Eisenhour provided the introduction to the proposed Dabob Bay Natural Area Boundary Expansion. Northwest Watershed Institute Director Peter Bahls was present to give a presentation. He and Commissioner Eisenhour answered questions posed by the Board.

After discussion, Commissioner Eisenhour moved to approve sending a letter to the Washington State Department of Natural Resources (DNR) in support of the Dabob Bay Natural Area Expansion. Commissioner Dean seconded the motion which carried by a unanimous vote.

11:12 a.m.

CONTINUED DISCUSSION re: AGREEMENT re: EnergGov Project Management Consulting; In the Amount of \$90,000, Central Services; Hansell Tierney, Inc. (Consent Agenda Item No.6):

Deputy County Administrator Chris Goy outlined the amendment change that reflects the hourly rate for the consultants. Commissioner Dean moved to approve the professional services agreement with Hansell Tierney, Inc. Commissioner Eisenhour seconded the motion. Chair Brotherton called for public comments, and none received. He called for a vote on the motion. The motion carried by a unanimous vote.

COMMISSIONERS BRIEFING SESSION – Continued: Deputy County Administrator Chris Goy discussed recent meetings he attended.

DISCUSSION re: Olympic Housing Trust; Discussion and Potential Action re: Letter of Support

  Due to afternoon session time constraints, the Letter of Support was addressed during the morning session. Commissioner Dean stated that she is in support of the letter, but since she is on the Olympic Housing Trust Board, she will recuse herself from voting. After review of the letter, Commissioner Eisenhower moved to send a letter of support for OHT for their application for grant dollars for the Dundee Hill Project. Chair Brotherton seconded the motion. Commissioner Dean asked to modify the letter to just have the Chair sign. Chair Brotherton and Commissioner Eisenhower approved the friendly amendment. Chair Brotherton called for a vote on the motion. Chair Brotherton and Commissioner Eisenhower were in favor of the motion and Commissioner Dean abstained from the motion. The motion carried.

COMMISSIONERS' BRIEFING SESSION – Continued: The Commissioners and Deputy County Administrator continued discussion of past meetings, upcoming meetings (2 weeks), Climate Action Committee (appointment of members), and miscellaneous items.

Recess 12:02 p.m.

Reconvene 1:30 p.m. (There is no recording of the meeting from 10:45 a.m. to 12:02 p.m.)

AFTERNOON SESSION

1:30 p.m. **INTRODUCTION** re: WSU Jefferson County Extension Executive Director Dr. Amit Sharma

Heidi Eisenhower, Commissioner District No. 2
Michael Gaffney, Assistant Director WSU Extension

WSU Extension Assistant Director Michael Gaffney introduced Dr. Amit Sharma who explained what community means to him, and that he is looking forward to serving the County in his new role. He stated that residents in Jefferson County have provided him with a warm and welcome greeting. Past WSU Director Cliff Moore was also present. The Commissioners welcomed the new WSU Director. WSU Extension Assistant Director Gaffney provided an update on WSU programs and activities.

1:45 p.m. **DISCUSSION** re: Jefferson County Preference for Department of Natural Resources (DNR) Acquisition of Forestlands with Legislative Funds



Heidi Eisenhower, Commissioner District No. 2
Bob Winslow, DNR Trust Land Transfer Coordinator
Sarah Ogden, DNR Trust Outreach Specialist

Commissioner Eisenhower reviewed the request from DNR with the Board. After discussion, she stated she will follow up with DNR Trust Land Transfer Coordinator Bob Winslow regarding County's current preferences on the East Jefferson County parcels, inquire about the funding, and ask how trust

designations are applied on new replacement lands.

2:08 p.m.

COMMISSIONERS BRIEFING – Continued: Deputy County Administrator Goy provided an update on the County email situation, stating that email should be functioning by 12:00 p.m. August 8, 2023. He noted that in the meantime, if the public has a public records request, they can continue to use the online portal. The Commissioners requested that the Communications Specialist work on a press release on this issue.

The Commissioners requested Department of Community Development Director Josh Peters to join the meeting to have a pre-discussion on the Shoreline Grant. They noted that this agenda item will be discussed again later at 4:15 p.m.

Recess 2:37 p.m.

Reconvene 2:45 p.m.

2:30 p.m.

DISCUSSION and POTENTIAL ACTION re: Use of Opioid Settlements and PUBLIC COMMENT



Apple Martine, Public Health Director
Veronica Shaw, Public Health Deputy Director
Denise Banker, Community Health Director
Anna McEnery, Developmental Disability & Behavioral Health Coordinator
Allison Berry, Public Health Officer
Jolene Kron, Salish BH-ASO Deputy Administrator
Jim Novelli, Discovery Behavioral Health Executive Director
Stephanie Lewis, Salish BH-ASO Administrator

Chair Brotherton provided introduction to the opioid settlement discussion. Public Health Director Apple Martine provided a presentation on the subject. Public Health staff, Public Health Officer Dr. Berry, Discovery Behavioral Health and Salish BH-ASO staff were also present to provide information to the Commissioners.

After discussion, Chair Brotherton called for public comments, and two comments were received. Commissioner Eisenhour moved to dedicate the “Distributor” settlement of \$896,804.78 over sixteen years to the funding of the independent Behavioral Health Consortium (BHC), with fiscal oversight by our local Community Mental Health Center, Discovery Behavioral Health, and to pass the funds from the “Pharmacy” settlement of \$883,635.37 over fourteen years into Fund 131 to directly distribute through the County’s Behavioral Health Advisory Committee Request for Proposals (RFP) process.

Commissioner Dean seconded the motion and asked to amend motion to add that these settlements will be as of today’s date, and future settlements to be determined. Commissioner Eisenhour agreed to the friendly amendment. Public Health Director stated the motion did not expressly state the proposal is for Jefferson County will be the one designating the distributor settlement, as of today’s date, less overhead costs to the Opioid Abatement Council (OAC). Commissioner Eisenhour and Commissioner Dean agreed to the friendly amendment. Clerk Gallaway noted that Zoom was not recording, and therefore she could not go back and listen to the aforementioned motion and friendly amendments. She turned the

recording on and Commissioner Eisenhower restated her motion.

MOTION: Commissioner Eisenhower moved that Jefferson County dedicate the “Distributor” settlement of \$896,804.78 over sixteen years to the funding of the independent Behavioral Health Consortium (BHC), with fiscal oversight by our local Community Mental Health Center, Discovery Behavioral Health, and to pass the funds from the “Pharmacy” settlement of \$883,635.37 over fourteen years into Fund 131 to directly distribute through the County’s Behavioral Health Advisory Committee Request for Proposals (RFP) process, as of August 7, 2023, minus the administrative overhead to OAC. Commissioner Dean seconded the motion which carried by a unanimous vote.

3:45 p.m.to 4:15 p.m. **EXECUTIVE SESSION** with the Deputy County Administrator, Prosecuting Attorney, and Chief Civil Deputy Prosecuting Attorney re: Actual Litigation; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(i)

The Board concluded the Executive Session and resumed the regular meeting at 4:15 p.m.

Commissioner Dean moved to approve Jefferson County’s participation in a lawsuit contemplated by the Washington State Association of Counties against the Washington Department of Social and Health Services related to its failure to provide a competency evaluation and restoration services, consistent with the law. Commissioner Eisenhower seconded the motion.

Chair Brotherton opened the floor to allow for public comments on the motion. Hearing no comments, he called for a vote on the motion. The motion carried by a unanimous vote.

ADDITIONAL DISCUSSION ITEMS

- Shoreline Planning Competitive Grant  
 - Department of Community Development Chief Strategic Officer Brent Butler was present to discuss the grant application. After discussion, Chair Brotherton called for public comments, and two comments were received. Due to no known Brinnon support for the grant, the Commissioners agreed to not look into applying for the grant at the moment.

NOTICE OF ADJOURNMENT 4:40 p.m.

COMMISSIONERS MEETING SCHEDULE

The Week of August 7, 2023

A snapshot of the meetings the Commissioners will be attending this week are notated below. If you would like to get more information on these meetings, please contact the Commissioners’ Office at 360-385-9100 or send us an email at: jeffbocc@co.jefferson.wa.us

Monday, August 7, 2023

9:00 a.m. BOCC Meeting - Hybrid (Board)
12:00 p.m. BOCC Special Meeting - WSAC Virtual Assembly (Board)

Tuesday, August 8, 2023

1:30 a.m. Jefferson Transit Authority (JTA) Board Meeting – Hybrid (Board)
2:30 p.m. Quilcene-Brinnon Empowered Teens Coalition Meeting – Virtual (Greg)

Agenda: August 7, 2023

Wednesday, August 9, 2023

- 8:00 a.m. Puget Sound Partnership Ecosystem Coordination Board Meeting – Virtual (Kate)
- 9:00 a.m. Olympic Peninsula Master Plan Leadership Team
- 10:00 a.m. Washington State Board of Health Meeting – Hybrid (Kate)
- 10:30 a.m. Jefferson County Strategic Plan Project Team Meeting – Virtual (Heidi)
- 1:00 p.m. NOAA Climate Resilience Regional Challenge Discussion – Virtual (Kate)
- 2:30 p.m. Childcare Capacity/Family Support Meeting – Virtual (Kate)
- 3:00 p.m. Jefferson/Whatcom DNR Meeting – Virtual (Heidi)
- 5:30 p.m. Olympic Community Action Programs (OlyCAP) Board Meeting – Port Townsend Office (Greg)
- 6:00 p.m. Olympic Discovery Trail (ODT) Board Meeting – Virtual (Heidi)
- 6:30 p.m. Grange Meeting - Chimacum (Heidi)

Thursday, August 10, 2023

- 9:00 a.m. Recompete Task Force Meeting - Virtual (Greg)
- 9:00 a.m. WSAC Broadband Advisory Committee Meeting – Virtual (Greg)
- 10:30 a.m. Jefferson County Timberlands Meeting – Hybrid, Trust Land Transfer Office (Heidi)
- 3:00 p.m. Clean Water District Advisory Committee Meeting – Hybrid (Heidi)
- 3:00 p.m. Jefferson County Behavioral Health Consortium (BHC) Meeting - Virtual (Greg)

Friday, August 11, 2023

- All Day Out of Office – (Heidi)
- 9:30 a.m. Housing Fund Board Needs Assessment Meeting - Virtual (Greg)

The County has various Boards and Committees that are subject to the Open Public Meetings Act (OPMA). Agendas for those meetings will be posted to the Jefferson County website calendar 24 hours prior to the start of the meeting. The Agendas will contain information on how to provide public comment, meeting access, and meeting materials (if available).

For more information, go to: www.co.jefferson.wa.us – Services – Laserfiche Web Portal – Board of Commissioners – Boards & Committees or click on the Calendar tab on the home page of the website.

COMMISSIONERS MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request
