



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – October 7, 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. Chair Dean noted that she would like to attend a Fort Worden Public Development Authority meeting at 1:30 p.m. After discussing with her fellow Commissioners, they agreed that after the morning session concludes, they will recess the meeting and reconvene at 2:30 p.m.

PUBLIC COMMENT PERIOD: Chair Dean called for public comments, and eight comments were received. The Commissioners addressed the comments. After discussion, the Commissioners gave staff direction to work on a resolution regarding climate change.*

PROCLAMATION re: Proclaiming October 6-12, 2024 as Mental Illness Awareness Week: National Alliance on Mental Illness (NAMI) Jefferson County representative Valerie Phimister was present to talk about the importance of mental health in our community. She reviewed current NAMI activities and thanked the Commissioners for considering the proclamation. The Commissioners read aloud the proclamation. Commissioner Brotherton moved to approve the proclamation. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: County Administrator Mark McCauley reviewed changes to the draft resolution attached to the Hearing Notice regarding 3rd Quarter Budget Appropriations (Consent Agenda Item No. 1). Clerk Gallaway noted that she updated the Hearing Notice to reflect two publishing dates. After review, Commissioner Eisenhour moved to approve the Consent Agenda with the changes to Item No. 1 described. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

1. **HEARING NOTICE** re: 2024 Third Quarter Budget Appropriations/Extensions; Various County Departments; Hearing scheduled for Monday, October 21, 2024 at 10:00 a.m.
2. **AGREEMENT** re: Parent to Parent Services to assist those with disabilities; In the Amount of \$18,008; Public Health; Clallam Mosaic
3. **AGREEMENT** re: Therapeutic Courts – Staff training to learn national best practices; In the Amount of \$10,000; Superior Court; Salish Behavioral Health Administrative Services Organization
4. **AGREEMENT** re: Early Intervention Services for Children Birth through Three Years Old; In the Amount of \$32,225; Public Health; Concerned Citizens
5. **AGREEMENT** re: Human Growth and Development; In the Amount of \$8,979.90; Public Health; Quilcene School District

6. **AGREEMENT** re: Clinical Supervision for Public Health Harm Reduction Team; In the Amount of \$5,950; Public Health; Annemarie Mende
7. **CHANGE ORDER, No. 1** re: Phase 2 – Low Pressure Sewer Collection System for the Port Hadlock UGA; Decreased Amount of \$46,909.27 for a total of \$4,950,797.73; Public Works; Seton Construction
8. **CHANGE ORDER, No. 2** re: Phase 2 – Low Pressure Sewer Collection System for the Port Hadlock UGA; Additional Amount of \$60,179.56 for a total of \$5,010,977.29; Public Works; Seton Construction
9. **CHANGE ORDER, No. 3** re: Membrane Bioreactor (MBR) Wastewater Treatment Plant Equipment; Additional Amount of \$28,879.77 (100% funded); Public Works; Ovivo USA, LLC
10. **FINAL BOARD APPROVAL** re: Olympic Terrace 2 Phase II Plat Alteration SUB18-00015; (BOCC originally approved on February 27, 2023); DCD
11. **ADVISORY BOARD RESIGNATION** re: Jefferson County Marine Resources Committee; Christopher Kelley
12. **APPROVAL OF MINUTES:** Regular Meeting Minutes of September 23, 2024
13. **APPROVAL OF PAYROLL WARRANTS:** Dated September 20, 2024 Totaling \$103,168.56
14. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated September 23, 2024 Totaling \$369,088.82

PUBLIC HEALTH and EMERGENCY MANAGEMENT UPDATE: Public Health Officer Dr. Allison Berry provided information regarding public health in Jefferson and Clallam County. Emergency Management Director Willie Bence provided information on emergency preparedness, the Great Washington Shakeout drill which is October 17, 2024, high precipitation, flooding, and lower temperatures expected this winter. He noted that volunteers with special skills or equipment can reach out to Emergency Management to get signed up to be called upon in the event of a natural disaster.

DISCUSSION re: Upcoming Changes to Coroner Position Required by Recent Legislation: Prosecutor James Kennedy and Civil Deputy Prosecutor Melissa Pleimann were present to discuss the new coroner legislation that will impact the Prosecutor's Office. They reviewed the current coroner duties, RCW changes, Attorney General's opinion, options for the Commissioners to consider, budget, and timeline. Prosecutor Kennedy explained the Attorney General's Opinion and reviewed the following options that the Board can choose to take:

- 1.) Establish the Office of the Coroner and conduct an election. This would be time consuming and elected coroners frequently are not qualified to perform the duties of the office. In addition, what would the compensation for the elected coroner be – same as our other elected officials?
- 2.) Appoint Mr. David Bradley, who owns Bradley-Kosec Funeral Home, which we already contract with for help with deceased people, as the County Coroner. This could be a quick, simple and low-cost option. Bradley-Kosec is the only funeral home operating in Jefferson County.
- 3.) Contract with either Kitsap or Clallam County to provide these services. This is a complicated arrangement due to the geographic separation between Jefferson County and theirs.

Prosecutor Kennedy explained that it is his recommendation to consider Option No. 2, and appoint David Bradley. He reviewed the potential budgetary costs associated with this. David Bradley was present and participated in discussion and answered questions posed by the Board.

After discussion the Board agreed to move forward with appointment of a coroner, and to adopt an ordinance by December 16, 2024. Staff will work on a hearing notice for approval at a later date.

The meeting was recessed at 10:44 a.m. and reconvened at 10:50 a.m. with all three Commissioners present.

PROCLAMATION re: Proclaiming October, 2024 as Community Planning Month:

Department of Community Development (DCD) Director Josh Peters was present and explained the importance of planning and noted that on October 16, 2024 at 5:30 p.m., they are holding a community meeting in Brinnon. The Commissioners read aloud the proclamation. Commissioner Brotherton moved to approve the proclamation. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

DISCUSSION re: Gardiner Community Center Executive Board:

County Administrator Mark McCauley explained that the Gardiner Community Center (GCC) has had Board of County Commissioner (BOCC) oversight for many years. Since 1979, the BOCC has taken-action to appoint members to the Board and recently staff noticed there has been little oversight of the GCC Board meeting. If the BOCC continues to appoint members to the GCC, staff will need to provide OPMA guidance, agenda preparation and coordinate posting of their meeting agendas and minutes.

A similar board that manages a community center is the Port Townsend Senior Association, and the BOCC does not appoint their board members, or oversee their meetings. County Administrator McCauley and Clerk Gallaway answered questions posed by the Board. Discussion also covered other community center buildings owned by the County and managed by other organizations.

After discussion, Commissioner Brotherton moved to rescind Resolutions No. 106-79, No. 64-07, No. 4-12, and No. 20-17 so that the Gardiner Community Center may make their own decisions pertaining to their board structure and members. Commissioner Eisenhour seconded the motion. Chair Dean noted that the Gardiner Community Center Board concurs with staff recommendation and action. She called for a vote on the motion. The motion carried by a unanimous vote. The decision will not affect the current 2023-2025 agreement between Jefferson County and the GCC.

PROCLAMATION re: Proclaiming October, 2024 as National Disability

Employment Month: The Commissioners read aloud the proclamation. Commissioner Brotherton moved to approve the proclamation. Commissioner Eisenhour seconded the motion. Commissioner Brotherton read a list of local businesses that employ those with intellectual and developmental disabilities. After discussion, Chair Dean called for a vote on the motion. The motion carried by a unanimous vote.

COMMISSIONERS' BRIEFING SESSION: The Commissioners discussed recent meetings they attended, and miscellaneous topics.

The meeting was recessed at 11:44 a.m. and reconvened at 2:30 p.m. with all three Commissioners present.

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BRIEFING re: Dabob Bay Natural Area Boundary Expansion – Economic

Assessment: Commissioner Eisenhour stated that the purpose of the meeting is to look at the economic aspect of the most recent Dabob Bay Natural Area Boundary Expansion. Northwest Watershed Institute Director Peter Bahls provided a presentation explaining the potential economic impacts.

Members in the audience were allowed to provide comments during the briefing. Director Bahls explained that the expansion has already been approved. The Commissioners agreed to bring more individuals and organizations to the table for future discussions.

BRIEFING re: Naming the New Bridge over Naylors Creek as the Tom Jay Bridge:

Assistant Public Works Director Eric Kuzma and many interested individuals were present for the briefing. Commissioner Eisenhour shared a poem written by Tom Jay titled “Restoration.” Long-time Conservation District Manager Al Latham was present and commented on Tom Jay’s assistance regarding Naylors Creek, and added that it seemed appropriate to name the bridge after Tom.

Tom Jay’s widow, Sarah Johani, was present and commented on Tom’s love for poetry, art, and salmon. Assistant Director Kuzma provided commentary to a presentation.

After discussion, all those in attendance took a photo with the new Tom Jay Bridge sign. Commissioner Brotherton moved to approve **RESOLUTION NO. 51-1007-24** re: Naming the New Bridge over Naylors Creek as the Tom Jay Bridge. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

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

- Calendar Coordination
- Hearing Examiner; delays in decisions
- Short Term Rentals; future discussion topic
- Miscellaneous topics

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 3:27 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