



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – January 9, 2023

Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

This is a Hybrid meeting: Virtual and In-Person Attendance

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

To view Agenda items, 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:

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| <ul style="list-style-type: none">• 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 |
| <ul style="list-style-type: none">• 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 and others can be accommodated using Washington Relay Service at 1-800-833-6384. Access for the sight impaired can be accommodated by calling 360-344-9318. |
| <ul style="list-style-type: none">• 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. |
| <ul style="list-style-type: none">• In-Person: You are welcome to join the meeting in-person. This option may be limited as we are operating at 50% room occupancy at this time. |

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.

9:00 a.m. **[CALL TO ORDER](#)**

9:01 a.m. **[PUBLIC COMMENT PERIOD](#)** – **ALL TOPICS:** *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.*

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. To view comments/correspondence received thus far, 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

[08:59:23 AM \(00:01:05\)](#) No comments received.

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. **AGREEMENT, Change Order No. 1** re: Brinnon Community Center Siding and Paint Repair; Additional Amount of \$3,028.30 for a Project Total of \$22,939.30; Jefferson County Central Services, Facilities Department; N&N Construction, Dan Fischer
 
2. **AGREEMENT, Amendment No. 1** re: Substance Abuse Prevention; In the Amount not to Exceed \$220,000; Jefferson County Public Health; Washington Health Care Authority
 
3. **MEMORANDUM OF UNDERSTANDING** re: Truancy Reform Project; In the Amount of \$20,000; Jefferson County Public Health; Jefferson County Juvenile Services
 
4. **MEMORANDUM OF UNDERSTANDING** re: Therapeutic Support for Independent Living Project; In the Amount of \$44,496; Jefferson County Public Health; Jefferson County Juvenile Services
 
5. **MEMORANDUM OF AGREEMENT** re: Corrections Officer Retention Incentive for Employees, Cory Brown, Andrew Koorn, Sarah Kelly, Roderick Macon, Bruce Turner, Brayden Goodier, Steven Feingold and Troy Phillis; In the Amount of \$15,000 per Employee; Jefferson County Human Resources; Fraternal Order of Police, Jefferson County Sheriff's Office Uniformed Support Services (JCSOUSS)
 
6. **MEMORANDUM OF AGREEMENT** re: Corrections Officer Retention Incentive for Employees, David Fortino, Jennifer Moore and Troy Surber; In the Amount of \$15,000 per Employee; Jefferson County Human Resources; Fraternal Order of Police, Jefferson County Sheriff's Office Uniformed Support Services (JCSOUSS)
 
7. **MINUTES** re: Regular Meeting of December 19, 2022
 
8. **Payment of Jefferson County Vouchers/Warrants** Dated December 27, 2022 Totaling \$2,092,756.23 (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.)
 

[09:01:44 AM \(00:03:27\)](#) KD moved to approve, HE second, unanimous.

COMMISSIONERS BRIEFING SESSION – The Commissioners (KD and GB) discussed recent meetings they attended, miscellaneous topics and reviewed upcoming meetings.

[09:17:21 AM \(00:19:04\)](#) Call for comment

[09:17:46 AM \(00:19:29\)](#) Comment

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

[09:28:17 AM \(00:29:59\)](#) Call for public comments, none received.

COMMISSIONERS BRIEFING SESSION – Continued: – The Commissioners and County Administrator discussed recent meetings he attended, miscellaneous topics and upcoming meetings.

[09:51:33 AM \(00:53:15\)](#) Review remainder of Agenda (timestamp off)

REGULAR AGENDA:

OPEN (not discussed)

[09:52:40 AM \(00:54:23\)](#) Recess

RECESS

[01:28:33 PM \(00:55:09\)](#) Reconvene

AFTERNOON SESSION 1:30 p.m.

WORKSHOP re: American Rescue Plan Act (ARPA) Funds



Mark McCauley, County Administrator

Mark reviewed the ARPA expenditures to-date. He reviewed the Boat School (\$100,000), Library (\$35,000) and Maritime Trades (\$20,000) ARPA funding requests.

[01:42:40 PM \(01:09:16\)](#) Library – Digital Equity Navigator request: JC Library Director Tamara Meredith

[01:45:55 PM \(01:12:31\)](#) Maritime Trades: PT Marine Trades Association Board Chair Peter Langley

[01:51:53 PM \(01:18:29\)](#) Northwest Wooden School of Boat Building: Executive Director Betsy Davis

[01:58:38 PM \(01:25:14\)](#) PUD Broadband efforts in South County \$100,000 request: Chair Greg Brotherton

[02:01:22 PM \(01:27:58\)](#) Public Works – Port Hadlock Sewer Project: PW Director Monte Reinders. He introduced John Black (new on the project). Bob Wheeler also present. Dave Peterson SP also on team. Monte provided presentation.

[02:41:18 PM \(02:07:54\)](#) County Administrator McCauley – proposed moving Capital and ARPA funds to support the Port Hadlock Sewer Project and requested budget authority, when next tranche of ARPA funding is received, to put into the sewer fund to provide liquidity into earlier phase of the sewer project. Would like Board to decide on – grant Treasurer Prada to go forth with an RFP process to secure consultant to obtain a line of credit = approx. \$10M. Bioreactor will be a very expensive item.

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[02:43:40 PM \(02:10:16\)](#) Treasurer Stacie Prada was present to discuss loan possibilities for Public Works project.

[03:01:22 PM \(02:27:58\)](#) Discussion re: Potential new users in the Port Hadlock Sewer Project.

[03:06:31 PM \(02:33:07\)](#) Timeline on project

[03:07:45 PM \(02:34:21\)](#) Deliberations on line of credit for cash flow, internal supplemental budget items to create liquidity, and review the 4 additional funding requests.

[03:13:58 PM \(02:40:34\)](#) **MOTION:** HE moved to allocate 1.5 in available ARPA funds in addition to \$1M in capital funds for the Port Hadlock Sewer Project, and also authorize Treasurer Stacie Prada to investigate a line of credit for sewer project. KD second.

[03:14:37 PM \(02:41:13\)](#) Call for public comments

[03:15:07 PM \(02:41:43\)](#) Vote on the motion, unanimous

[03:15:57 PM \(02:42:33\)](#) Continued discussion on additional ARPA requests and criteria for funds distribution. GB will work on creating a strategy to dispense funds.

MOTION: HE – moved to approve \$100k in ARPA funds to match Mason PUD No. 1’s proposal for broadband for the Brinnon community. KD second.

Call for comments, none received. Vote on motion unanimous.

[03:30:40 PM \(02:57:16\)](#) Continued discussion re: ARPA funds available and criteria. Housing, grant match, public benefit, previous ARPA and COVID Cares Grant applicants, geographic diversity, advertise – letter of interest and a few key details including project budget.

ADDITIONAL DISCUSSION ITEMS

- [Calendar Coordination](#)

NOTICE OF ADJOURNMENT 3:45 p.m.

COMMISSIONERS MEETING SCHEDULE			
Week of January 9, 2023			
<u>Monday – January 9, 2023</u>			
9:00 a.m. - 4:30 p.m.		BoCC Meeting	Hybrid
Noon	Board	SPECIAL MEETING re: WSAC Virtual Assembly	Virtual
<u>Tuesday – January 10, 2023</u>			
10:00 a.m.	Greg	Tourism Coordinating Council Meeting	Virtual
11:00 a.m.	Kate	Maritime Washington Advisory Board Meeting	Virtual
1:00 p.m.	Kate	Meeting with Citizen	Courthouse
2:00 p.m.	Heidi	Tourism Coordination Council Meeting	Port Ludlow
2:30 p.m.	Greg	Quilcene-Brinnon Empowered Teens Coalition Meeting	Virtual
3:00 p.m.	Heidi	Behavioral Health Advisory Committee Meeting	Virtual
<u>Wednesday – January 11, 2023</u>			
9:00 a.m.	Heidi	Meeting re: Derelict Vessel	Virtual
9:00 a.m.	Greg	Olympic Area Clean Air Agency (ORCAA) Personnel Meeting	Virtual
10:00 a.m.	Greg	Olympic Peninsula Strategic Planning RFP Group Meeting	Virtual
Noon	Greg	ORCAA Staff Comment Meeting	Virtual
Noon	Kate	Meeting with Citizen	Port Townsend
2:15 p.m.	Kate	Childcare/Family Support Center Project Meeting	Virtual
5:30 p.m.	Greg	Olympic Community Action Program (OlyCAP) Board Meeting	Virtual

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6:00 p.m.	Heidi	Olympic Discovery Trail (ODT) Board Meeting	Virtual
7:00 p.m.	Heidi	Chimacum Grange Meeting	Chimacum
<u>Thursday – January 12, 2023</u>			
8:30 a.m.	Greg	ORCAA Compensation Study Meeting	Virtual
10:00 a.m.	Greg	Meeting with Citizens	Virtual
10:00 a.m.	Kate	Olympic Workforce Development Council Meeting	Virtual
12:00 p.m.	Kate	Lunch with Citizen	Port Townsend
12:30 p.m.	Greg	Meeting re: KPTZ	Virtual
1:00 p.m.	Heidi	Trust Land Transfer Legislative Meeting	Virtual
2:00 p.m.	Heidi	Clallam County Lodging Tax Advisory Committee Meeting	Hybrid
3:00 p.m.	Greg	Behavioral Health Consortium Meeting	Virtual
<u>Friday – January 13, 2023</u>			
All Day	Kate	Out of Office	
Noon	Board	SPECIAL MEETING re: WSAC 2023 Legislative Update	Virtual

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request