



DRAFT

## MINUTES

### Regular Meeting – April 3, 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.

**PUBLIC COMMENT PERIOD:** Chair Brotherton called for public comments, and no comments were received.

**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. **HEARING NOTICE** re: 2023 First Quarter Budget Appropriations/Extensions; Various County Departments; Hearing Scheduled for Monday, April 17, 2023 at 9:45 a.m. in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA (HYBRID)
2. **AGREEMENT re:** Jumping Mouse Children's Center; Mental Health Services; In the Amount of \$254,126; Public Health; Jumping Mouse Children's Center
3. **AGREEMENT re:** Port Townsend Pump Track; In the Amount of \$50,000 American Rescue Plan Act (ARPA) Grant Funding; Jefferson County Administrator; PT Recyclery
4. **AGREEMENT re:** Jefferson Universal Movement Playground (JUMP!) Phase 2 Donation; Public Works; JUMP!
5. **MOTION:** Approve Cost Sharing Agreement re: Septic System Cost Share Program; No Cost to the County; Public Health; CDBG
6. **LETTER of SUPPORT re:** Northwest Straits Marine Conservation Initiative Reauthorization; Jefferson County Marine Resources Committee
7. **MINUTES** re: Regular Meeting of March 20 and 27, 2023
8. **Payment of Jefferson County Vouchers/Warrants** Dated March 27, 2023 Totaling \$448,610.86 (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.)

**PUBLIC COMMENT PERIOD - Continued:** Chair Brotherton called for public comments, and no comments were received.

**COMMISSIONERS' BRIEFING SESSION:** Commissioner Eisenhour discussed recent meetings she attended and miscellaneous topics.

**PUBLIC COMMENT PERIOD - Continued:** Chair Brotherton called for public comments, and one comment was received.

**COMMISSIONERS' BRIEFING SESSION - Continued:** Commissioner Dean and Chair Brotherton discussed recent meetings they attended and miscellaneous topics.

**PUBLIC COMMENT PERIOD - Continued:** Chair Brotherton called for public comments, and no comments were received.

**PROCLAMATION re: Proclaiming the Month of April 2023 as National Volunteer Month:** The Commissioners read aloud the proclamation. Commissioner Dean moved to approve the proclamation as read. Commissioner Eisenhour seconded the motion. The motion carried by a unanimous vote.

Sheriff Joe Nole and Emergency Management Director Willie Bence spoke to the importance of their volunteers and thanked them for their service and dedication.

**PROCLAMATION re: Proclaiming the Week of April 3-7, 2023 as National Public Health Week:** The Commissioners read aloud the proclamation. Commissioner Eisenhour moved to approve the proclamation. Commissioner Dean seconded the motion. The motion carried by a unanimous vote.

Public Health Officer Dr. Allison Berry and Public Health Deputy Director Veronica Shaw spoke to the importance of their volunteers. Deputy Director Shaw noted they are honoring individuals and businesses for their volunteer work and engaging volunteers. Commissioner Dean listed those being honored: Jumping Mouse, Benji Project, Cameron Botkin, Tonia Burkett, Greg Graves, Charlie Johnson, JC MASH free clinic, JUMP Board, Judith Lundgren, Shannon Minnihan, Beau Ohlgren, and Mark Saran.

**PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE:** Public Health Officer Dr. Allison Berry provided information on the viruses circulating in Jefferson County. Emergency Management Director Willie Bence provided an Emergency Management update.

**DISCUSSION re: Washington State Association of Counties (WSAC) Special Assessment request re: Supporting the National Center for Public Land Counties:** The Commissioners started discussing a request from WSAC to help fund a new National Center for Public Land Counties. The topic was tabled until the afternoon session.

**DISCUSSION re: Washington State Department of Transportation (WSDOT) Summer Construction Schedule:** The Commissioners expressed desire to send a letter to WSDOT regarding the impacts of their summer construction schedule on the Olympic Peninsula, with most concern regarding the Hood Canal Bridge closures and construction along the alternate route on State Highway 101. Mr. Thiersch, who sits on the Washington State Ferry Advisory Committee, had suggestions the Board could include in their letter. Chair Brotherton stated he will create a draft letter and present it to the Board during the afternoon session.

**COMMISSIONERS' BRIEFING SESSION - Continued:** Chair Brotherton shared the draft KPTZ County Connections topics schedule with the Board and the Commissioners made edits. The Commissioners continued discussing recent meetings they attended, reviewed upcoming meetings and miscellaneous topics. Chair Brotherton shared a short courthouse clocktower video he created. He also shared a sonnet written by Artificial Intelligence (AI) about the responsibilities of local government.

The meeting was recessed at 11:47 a.m. and reconvened at 1:30 p.m. with all three Commissioners present.

**EXECUTIVE SESSION:** An Executive Session was scheduled from 1:30 p.m. to 2:30 p.m. Chair Brotherton announced that the Executive Session will be held from 1:31 p.m. to 2:31 p.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: County Administrator, Chief Civil Deputy Prosecuting Attorney, Civil Deputy Prosecuting Attorney III, Environmental Health & Water Quality Manager and Environmental Health Manager. The Board resumed the regular meeting at 2:33 p.m. Chair Brotherton announced that the Board will be extending the Executive Session from 2:33 p.m. to 3:03 p.m. The Board resumed the regular meeting at 3:04 p.m. Chair Brotherton announced that the Board will be extending the Executive Session from 3:04 p.m. to 3:15 p.m. The Board concluded the Executive Session and resumed the regular meeting at 3:18 p.m.

Commissioner Dean provided history on the topic of the Executive Session as follows:

- Jefferson County has settled long-standing code compliance cases with Linda Sexton for the Glendale Farms property and the Peat Plank Road Property
- The Glendale Farms property is located near the intersection of Beaver Valley Road (Highway 19), and Center Road (Highway 116) in Chimacum, and is one of the oldest and largest farms in Jefferson County
- Jefferson County and the Jefferson Land Trust are co-holders of a conservation easement on the property
- As a result of primarily solid waste code violations, the daily fines under Title 19 of the Jefferson County Code had been accruing on both properties since last year
- As of March 24, 2023, daily fines for the Glendale Farms property were \$156,500 and daily fines for the Peat Plank Road property were \$108,000
- As part of the settlement, Linda Sexton will transfer ownership of both properties to a Trust where Sexton's children are Trustees
- The Trust will assume responsibility for the remaining cleanup of the Glendale Farms property by December 31, 2023, which already is near completion
- The Trust also will provide a plan for cleanup of the Peat Plank Road property by December 31, 2023 with cleanup to be completed by December 31, 2028, and status reports every six months demonstrating progress
- Sexton will also pay the County \$14,425 in equal quarterly installments over the next two years to cover some of the County's costs in enforcing the code
- In exchange, the County will release Sexton and the Trust from 90% of the accrued daily fines that have accrued as of the date the Settlement Agreement was signed
- 20% of the accrued daily fines will be released upon completion of the cleanups
- Finally, for each property there will be voluntary compliance agreements, enforceable under Title 19 of the Jefferson County Code

Commissioners Meeting Minutes of April 3, 2023

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Commissioner Dean moved that the Board of County Commissioners approve the Settlement between Jefferson County, Linda Sexton, and the Irrevocable Trust F.B.O. Linda Sexton in substantially the same form as the March 31, 2023 version and delegate to the County Administrator authority to finalize and sign the final settlement documents. Commissioner Eisenhour seconded the motion.

Chair Brotherton called for public comments and one comment was received. The Commissioners responded to the comment. Chair Brotherton called for a vote on the motion. The motion carried by a unanimous vote.

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

- **NOTICE:** The Board agreed to hold a Special BOCC Meeting set to review and approve the Washington State Department of Transportation (WSDOT) Summer Construction schedule: Wednesday, April 5, 2023 at 9:30 a.m. This will be an all-virtual meeting.
- Washington State Association of Counties (WSAC); noon meeting debrief
- **Continued Discussion re: WSAC's request for a Special Assessment Supporting the National Center for Public Land Counties:** After discussion, Commissioner Eisenhour moved to participate in the National Center for Public Land Counties, and pay the special assessment of \$33,847 over 2 years with half being paid in 2023 and half paid in 2024. 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.
- Legislative Update
- Community Outreach Meetings; update
- Housing Fund Board; housing provider survey
- Closing remarks, miscellaneous topics
- Intergovernmental Collaborative Group (ICG); Commissioner Dean is unable to attend the upcoming meeting and would like to hold a Joint Special Meeting with the City of Port Townsend regarding the Growth Management Act (GMA), or during an afternoon workshop.

**NOTICE OF ADJOURNMENT:** Chair Brotherton adjourned the meeting at 3:55 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