



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – July 15, 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. She noted that this morning, a discussion regarding the updated fire danger level was added to the agenda.

DISCUSSION re: Review the July 10 change in fire danger level and burn restrictions, changing from a moderate to high level: Fire Marshal Phil Cecere was present to review the upgrade of the fire hazard to "high", and the restrictions that come with increased fire danger:

- Use of charcoal briquettes is prohibited, except those used at a residence
- Target shooting outside of gun ranges, and use of incendiary ammunition is prohibited
- The discharge, manufacture, sale, storage, or transportation of fireworks is prohibited
- Outdoor burning is restricted – no recreational burning (campfires)

If the next fire hazard level "very high," is implemented, it would restrict charcoal use at residences.

PUBLIC COMMENT PERIOD: Chair Dean called for public comments, and five comments were received. The Commissioners addressed the comments.

RECOGNITION re: Public Works Employee Bob Wheeler for his role in the Port Hadlock Sewer Project: Public Works Director Monte Reinders was present to share a proclamation in honor of Bob Wheeler for his work and dedication to his position with Jefferson County, and he reviewed other projects and roles he served in over the years. Mr. Wheeler was instrumental in carrying out tasks that led to the successful groundbreaking of the Port Hadlock Sewer Project.

The following staff members provided additional comments: Human Resources Director Sarah Melancon, County Administrator Mark McCauley, and Wastewater Project Manager Samantha Harper.

The Commissioners commented on Mr. Wheeler's work in Jefferson County, and noted that he will be greatly missed. Mr. Wheeler provided comments and thanked the various individuals and departments that assisted him in carrying out his duties over the years.

After discussion, Commissioner Brotherton moved to approve signing onto a Letter to Robert "Bob" Wheeler in Recognition of Outstanding Service to Jefferson County. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

HEARING re: Second Quarter Budget Appropriations/Extensions; Various County

Departments: Chair Dean opened the public hearing. Finance Manager Judy Shepherd was present to review the Second Quarter Budget Appropriations and Extension requests from various County Departments. County Prosecutor James Kennedy, and was present to explain the Prosecutor's Office budget requests.

Chair Dean opened the floor to allow for public testimony. The following individual provided testimony: Tom Thiersch – Jefferson County. Hearing no further testimony, Chair Dean closed the public hearing.

After deliberations, Commissioner Eisenhour moved to approve **RESOLUTION NO. 40-0715-24R** re: Second Quarter 2024 Budget Appropriations/Extensions for Various County Departments. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

The meeting was recessed at 10:29 a.m. and reconvened at 10:32 a.m. with all three Commissioners present.

WORKSHOP re: Jefferson County's Recent Internal Climate Summit:

Public Health Director Apple Martine, DCD Director Josh Peters, Environmental Health & Water Quality Manager Pinky Mingo, and Environmental Health Specialist (EHS) Lara Gaasland-Tatro were present to brief the Commissioners on the climate summit they participated in. Director Martine explained the process and collaboration amongst departments. EHS Gaasland-Tatro reviewed the Climate Summit report produced by Cascadia Consulting Group, and staff answered questions posed by the Board. Discussion included holding upcoming meetings, with possibly Commissioner or County Administrator representation at these meetings.

After discussion, Chair Dean outlined next steps which include having the Chair work with the County Administrator on a draft a concept for forming a committee – with the name of committee, frequency and funding to be determined. She also proposed to work with EHS Gaasland-Tatro on an initial synthesizing of information between the internal climate report and the County's Climate Action goals. The Commissioners agreed with the next steps as outlined by Chair Dean.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA:

Commissioner Brotherton moved to approve the Consent Agenda as presented. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

1. **AUTHORIZATION** re: New Regular, Part-Time (.5FTE); Term-Limited Position; In an Approximate Amount \$32,000; Human Resources; Superior Court
2. **AUTHORIZATION** re: Sewer Utility Easement Acquisition; Port Hadlock Sewer Project; Public Works
3. **LETTER OF SUPPORT** re: Jefferson Land Trust and Olympic Housing Trust; Chimacum Commons Project
4. **OPIOID LITIGATION** re: Washington State Settlement; Estimated Amount to Jefferson County \$105,600; Kroger
5. **AGREEMENT** re: Federal Lands Access Program, No. 69056724004; Upper Hoh Road/Olympic National Park, Phase 2; In the Amount of \$165,000; Public Works; U.S. Department of Transportation

6. **AGREEMENT, Amendment No. 1** re: Consulting Services for Strategic Planning; Additional Amount Not to Exceed the Amount of \$44,389; Jefferson County Administrator; BerryDunn
7. **AGREEMENT, Amendment No. 1** re: Professional Engineering Services; Olympic Discovery Trail – Anderson Lake Connection; County Project No. 18019893; Additional Amount of \$80,501; Public Works; Otak
8. **AGREEMENT, Amendment No. 3** re: Youth Cannabis and Tobacco Prevention; Additional Amount of \$82,000; Public Health; Kitsap Public Health
9. **AGREEMENT, Consolidated Amendment No. 20** re: Various Public Health Programs; Additional Amount of \$1,218,566 for a total of \$9,416.279; Public Health; Washington State Department of Health
10. **ADVISORY BOARD APPOINTMENT (2)** re: Jefferson County Veterans Advisory Board; Quilcene Brinnon VFW Post 3213; Peter Braccio; Officer at Large; John Hamilton
11. **ADVISORY BOARD REAPPOINTMENT** re: Jefferson County Ferry Advisory Committee; Term to expire on July 15, 2028; Nicole Gauthier
12. **ADVISORY BOARD APPOINTMENT (10)** re: Local Emergency Planning Committee (LEPC); The American Red Cross - Andrew Stockton; Jefferson County Public Health - Apple Martine; Taylor Shellfish Farms - David Pederson; Port Townsend Paper Company, LLC - Dwayne Wendorf; Jefferson Transit - Gary Maxfield; Jefferson County Sheriff Office – Joe Nole; City of Port Townsend Police Department – Thomas Olson; East Jefferson Fire Rescue – Pete Brummel (Chair); United States Navy – Tim Callister; Quilcene Fire Rescue – Timothy McKern (Vice Chair)
13. **PORT LUDLOW DRAINAGE DISTRICT RESIGNATION (1)** re: Port Ludlow Drainage District Commissioner 1; Gary Rygmyr
14. **APPROVAL OF MINUTES:** Regular Meeting Minutes of July 8, 2024
15. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated July 8, 2024 Totaling \$2,830,983.47 and Dated July 15, 2024 Totaling \$1,188,000.68

CLOSED SESSION: A Closed Session was scheduled from 11:30 a.m. to 12:00 p.m. Chair Dean announced that the Closed Session will be held from 11:36 a.m. 12:00 p.m. with the County Administrator and Human Resources Director to Plan or Adopt the Strategy or Position to be taken by the governing body during the course of Collective Bargaining, Professional Negotiations, or Grievance or Mediation Proceedings, or to Review the Proposals Made in Negotiations or Proceedings while in progress not subject to the Open Public Meetings Act under exemption RCW 42.30.140(4)(b). The Board concluded the Closed Session and resumed the regular meeting at 12:00 p.m.

The meeting was recessed at 12:04 p.m. and reconvened at 1:31 p.m. with all three Commissioners present.

DISCUSSION re: Proposed Caseload Standards for Indigent Defense Attorneys: County Administrator Mark McCauley explained that the Washington State Administrative Office (AOC) of the Courts (AOC) is proposing significant changes to caseload standards for indigent defense attorneys, which will radically reduce the number of felony and misdemeanor cases they can handle in a given year. County Prosecutor James Kennedy and Chief Civil Deputy Prosecuting Attorney Philip Hunsucker were present to explain the issue further, and answer questions posed by the Board. The proposed standards would have a massive impact to the County's general fund. Prosecutor Kennedy noted that if approved, the County will need to hire more attorneys, which most likely are not even available in this area.

Prosecutor Kennedy also noted that defense attorneys can appear remotely, but with a new case ruling Washington State vs. Luthi, everyone will need to be in the courtroom. This new ruling will make it even harder to obtain indigent defense attorneys and conflict attorneys. He is requesting that the Commissioners send a letter to the AOC with a stance that Jefferson County is strongly opposed to the proposed new indigent defense standards.

Chair Dean stated she would be happy to work on a draft letter for review and approval at a later date.

WORKSHOP re: Sewer Utility Code: Public Works Director Monte Reinders, Wastewater Project Manager Samantha Harper, and staff member Bob Wheeler were present to review the proposed Sewer Utility Code with the Board.

Public Works staff reviewed Section 13.04 and sewer diagrams. They included the current draft ordinance with the agenda packet, and answered questions posed by the Commissioners.

When approved, this will be Jefferson County's first sewer ordinance. The current draft was developed by Public Works and the Prosecuting Attorney's Office, with assistance from the Department of Community Development and Public Health, and in coordination with the Jefferson Public Utilities District (PUD) No. 1. Public Works staff reviewed efforts to-date, and future goals and plans.

Public Works staff will return on Monday, July 22, 2024 at 1:30 p.m. to continue discussion on this topic. After discussion, Chair Dean opened the floor to allow for public comments, and one comment was received.

COMMISSIONERS BRIEFING SESSION: The Commissioners and County Administrator discussed recent meetings they attended, miscellaneous topics, and reviewed upcoming meetings. Commissioner Brotherton provided a briefing on the Healthier Together Task Force trip to Idaho where they viewed aquatic facilities.

Chair Dean left at 3:56 p.m. for the remainder of the meeting.

NOTICE OF ADJOURNMENT: Acting Chair Eisenhour adjourned the meeting at 3:59 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