



DRAFT

MINUTES

Regular Meeting – January 3, 2022, 9:00 a.m.

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

CALL TO ORDER: Chair Kate Dean, Commissioner Greg Brotherton and Commissioner Heidi Eisenhour participated in the meeting remotely. Chair Dean called the meeting to order at the appointed time. She thanked road crews, PUD crews and first responders for keeping the community safe during the inclement weather.

REORGANIZATION OF THE BOARD: Chair Dean stated that the Jefferson County Commissioners have a longstanding tradition of "passing the gavel." She moved to appoint Commissioner Heidi Eisenhour as Chair of the Board for 2022. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

Chair Eisenhour stated that she is recommitted to the community and ready to face challenges in 2022. She expressed desire to bring more voices to into the conversation and looking at new ways of doing that.

PUBLIC COMMENT PERIOD: The following is a summary of comments made virtually by individuals in attendance at the meeting and reflect their personal opinions:

- Comment regarding COVID-19 statistics and false positive PCR tests.
- Comment regarding military training in State parks and a request that the Commissioners provide input on the issue.
- Comment regarding alternate treatments available for COVID-19.
- Comment regarding upcoming Washington State Ferry meetings.

The Commissioners addressed comments and concerns raised during the Public Comment Period as well as written comments received.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Dean moved to approve the items on the Consent Agenda as presented. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

1. **RESOLUTION NO. 01-22** re: In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus and Authorize Disposal, Jefferson County Treasurer
2. **AGREEMENT** re: 2022 Funding Water Quality Improvement and Protection; In the Amount of \$56,248; Jefferson County Administrator; Jefferson County Conservation District

3. **AGREEMENT, Interlocal, Amendment No. 1** re: Participate in Administration of Behavioral Health Services and Programs; No Dollar Amount; Salish Behavioral Health Administrative Services Organization (SBHASO) Comprised of Kitsap, Clallam and Jefferson Counties and Jamestown S'Klallam Tribe
4. **AGREEMENT, Change Order No. 1** re: 2019-2021 Pavement Marking on Jefferson County Roads, County Project No. 1805422049; Time Extension and Additional Amount of \$144,220 for work in 2022 with a Project Total of \$546,550; Jefferson County Public Works; Apply-A-Line
5. **AGREEMENT** re: Bridge Inspection Services; In the Amount of \$26,761; Jefferson County Public Works; Washington State Department of Transportation (DOT)
6. **AGREEMENT** re: 2022 Hotel Motel (Lodging Tax) Grant Funding; In the Amount of \$58,857; North Hood Canal Chamber of Commerce
7. **AGREEMENT** re: 2022 Hotel Motel (Lodging Tax) Grant Funding; In the Amount of \$14,500; Emerald Towns Alliance
8. **AGREEMENT** re: 2022 Hotel Motel (Lodging Tax) Grant Funding; In the Amount of \$72,530; Jefferson County Historical Society
9. **AGREEMENT** re: 2022 Hotel Motel (Lodging Tax) Grant Funding; In the Amount of \$75,000; Stronger Towns dba The Production Alliance
10. **AGREEMENT, Amendment No. 1** re: Behavioral Health Counseling to Youth in the Chimacum High School; Additional Amount of \$7,200 for a Total of \$17,400; Jefferson County Public Health; MCS Counseling Group, LLC
11. **AGREEMENT, Amendment No. 5** re: Housing Department of Corrections (DOC) Offenders in the Jefferson County Jail; In the Amount of \$87.92 Per Diem Bed Rate; Jefferson County Sheriff's Office, Jail; Washington State Department of Corrections
12. **AGREEMENT** re: Safeguard Maintenance; In the Amount of \$5,510; Jefferson County District Court; Justice AV Solutions (JAVS)
13. **AGREEMENT** re: 2022 Affordable Housing/Homeless Grant Funding for 20 P-Tac Heating and Cooling Units for Transitional Housing Rooms; In the Amount of \$35,000; Jefferson County Administrator; Bayside Housing Services
14. **AGREEMENT** re: 2022 Affordable Housing/Homeless Grant Funding to Provide Tiny Shelter Support for Four (4) Homes; In the Amount of \$28,000; Jefferson County Administrator; Bayside Housing and Services
15. **AGREEMENT** re: 2022 Affordable Housing/Homeless Grant Funding for Transitional Housing Services; In the Amount of \$40,000; Jefferson County Administrator; Olympic Community Action Programs (OlyCAP)
16. **AGREEMENT** re: 2022 Affordable Housing/Homeless Grant Funding to Provide Emergency Shelter for Homeless; In the Amount of \$218,000; Jefferson County Administrator; Olympic Community Action Programs (OlyCAP)
17. **AGREEMENT** re: 2022 Affordable Housing/Homeless Grant Funding to Operate an Emergency Temporary Shelter for Victims of Domestic Violence; In the Amount of \$87,588; Jefferson County Administrator; Dove House
18. **AGREEMENT** re: 2022 Affordable Housing/Homeless Grant Funding to Provide Home Repair for Five (5) Low Income Homes; In the Amount of \$50,000; Jefferson County Administrator; Habitat for Humanity
19. **MINUTES** re: Regular Meeting Minutes for December 20, 2021 and Special Meeting Minutes for December 20, 2021 (WSAC Virtual Assembly)

20. **Payment of Jefferson County Payroll Warrants** Dated December 20, 2021 Totaling \$71,311.60 and A/P Warrants Done by Payroll Dated December 17, 2021 Totaling \$13,790.79 (Records of all claims submitted for payment along with A/P Warrants approved by the Payroll Services Manager are retained in the Jefferson County Auditor's Office)
21. **Payment of Jefferson County Vouchers/Warrants** Dated December 27, 2021 Totaling \$380,333.79 (Records of all claims submitted for payment along with vouchers approved and signed by the Board of Jefferson County Commissioners are retained by the Jefferson County Auditor and Public Works Department.)

COMMISSIONERS' BRIEFING SESSION: The Commissioners and Interim County Administrator discussed recent meetings they attended and reviewed upcoming meetings.

WEEKLY UPDATE re: COVID-19: Public Health Officer Dr. Allison Berry provided information on the COVID-19 virus in Jefferson County and Emergency Management Director Willie Bence provided a situation report. Jefferson Healthcare staff was also present to explain the status of the hospital in dealing with COVID-19 patients.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners and Interim County Administrator continued reviewing upcoming meetings and discussed miscellaneous topics.

The meeting was recessed at 10:58 a.m. and reconvened at 1:34 p.m. with all three Commissioners present.

BRIEFING re: MILL ROAD/CASWELL-BROWN VILLAGE; CURRENT STATUS AND PLAN FOR PHASE 2: Olympic Community Action Program (OlyCAP) Executive Director Cherish Cronmiller, OlyCAP Director of Housing and Community Development Kathy Morgan and staff working on the Caswell-Brown Village project were present to provide an update and to request funding for Phase 2.

DISCUSSION re: 2022-2023 CLIMATE ACTION GOALS: Commissioner Dean reviewed the current Jefferson County Climate Action Goals. After discussion, Commissioner Dean moved to approve the 2022-2023 Jefferson County Climate Action Goals as presented. Commissioner Brotherton seconded the motion which carried by a unanimous vote.

DISCUSSION re: 2022 COMMISSIONER BOARD ASSIGNMENTS: Chair Eisenhower stated that she had incorporated edits from the Board's last review of 2022 committee assignments. The Commissioners edits to the draft document. Chair Eisenhower offered to incorporate the new edits. The final 2022 Boards and Committees Assignment list will be approved at a future meeting.

COUNTY ADMINISTRATOR BRIEFING SESSION: Interim County Administrator/Central Services Director Mark McCauley reviewed the following with the Board:

- Caswell-Brown Village; continued discussion regarding Phase 2 funding
- American Rescue Plan Act (ARPA); discussion regarding use of funds
- New County Administrator; hiring update coming soon
- Economic Development Council (EDC); criteria for grant funding

- Future Agenda Items; add Legislative Update to agendas
- DocuSign/E-signature
- Miscellaneous items and meeting wrap-up

NOTICE OF ADJOURNMENT: Chair Eisenhower adjourned the meeting at 4:03 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Heidi Eisenhower, Chair

ATTEST:

Greg Brotherton, Member

Carolyn Gallaway, CMC
Clerk of the Board

Kate Dean, Member



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MINUTES

Jefferson County Board of Commissioners

Special Meeting – January 3, 2022, 12:00 p.m.

Washington State Association of Counties Virtual Assembly

Jefferson County Courthouse – Commissioners' Chambers

1820 Jefferson Street, Port Townsend, WA

(Virtual Meeting)

CALL TO ORDER: Washington State Association of Counties (WSAC) staff called the Virtual Counties Update meeting to order. Jefferson County Commissioner/Chair Heidi Eisenhour, Commissioner Kate Dean, Commissioner Greg Brotherton and many other Commissioners and County Officials across Washington State were in attendance.

DISCUSSION with Other Washington State Counties and Washington State Association of Counties (WSAC) Staff: The participants of the meeting discussed various County issues.

NOTICE OF ADJOURNMENT: The meeting was adjourned at 12:56 p.m. by Washington State Association of Counties staff.

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BOARD OF COMMISSIONERS

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Greg Brotherton, Member

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Kate Dean, Member