



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – April 3, 2023

This is a Hybrid meeting: Virtual and In-Person Attendance at
Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

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

To view Agenda items, meeting materials and comments received, 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:

• 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
• 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 can be accommodated using Washington Relay Service at 1-800-833-6384. If you need special accommodations, please contact our office 24 hours in advance.
• 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.
• 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.

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.

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.

9:00 a.m. [CALL TO ORDER](#)
9:01 a.m. [PUBLIC COMMENT PERIOD](#) – ALL TOPICS
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. **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.)
 

[09:03:59 AM \(00:03:42\)](#) KD moved to approve the Consent Agenda as presented, HE seconded, unanimous.

[09:04:33 AM \(00:04:16\)](#) Call for public comments. None received.

No set time

COMMISSIONERS BRIEFING SESSION

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

[09:05:02 AM \(00:04:45\)](#) Commissioner Eisenhour discussed recent meetings she attended and miscellaneous topics.

[09:13:33 AM \(00:13:16\)](#) Call for public comments

[09:13:51 AM \(00:13:34\)](#) Comment

[09:17:30 AM \(00:17:13\)](#) Response to comment

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

[09:33:03 AM \(00:32:45\)](#) Call for public comments. None received.

REGULAR AGENDA:

No set time **PROCLAMATION** re: Proclaiming the Month of April 2023 as National Volunteer Month  

Joe Nole, Sheriff
Willie Bence, Emergency Management Director

The Commissioners read aloud the proclamation. KD moved to approve the proclamation as read, HE second, unanimous.

[09:36:07 AM \(00:35:49\)](#) Sheriff Nole talked about the importance of Sheriff Department volunteers. He thanked his volunteers for their service.

[09:37:47 AM \(00:37:30\)](#) Emergency Management Director Willie Bence stated he appreciated the proclamation and thanked his volunteers for their work. His department is reliant on volunteers and is grateful for them.

[09:41:04 AM \(00:40:46\)](#) Discussion on the proclamation and volunteers.

No set time **PROCLAMATION** re: Proclaiming the Week of April 3-7, 2023 as National Public Health Week  

Veronica Shaw, Deputy Public Health Director

[09:46:26 AM \(00:46:08\)](#) The Commissioners read aloud the proclamation. HE moved, KD second, unanimous. Dr. Berry and Veronica Shaw spoke about the importance of volunteers. They will be honoring 12 businesses and individuals for their volunteer work and engaging volunteers. KD shared a list of those: 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.

9:45 a.m. **MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE**

Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director

[09:54:28 AM \(00:54:11\)](#) Dr. Berry's report.

[10:26:57 AM \(01:26:39\)](#) Willies report.

Comments/questions

[10:36:15 AM \(01:35:58\)](#) Recess

[10:42:41 AM \(01:36:21\)](#) Reconvene

[10:43:14 AM \(01:36:54\)](#) **DISCUSSION re: Washington Association of Counties (WSAC) Special Assessment request re: Supporting the National Center for Public Land Counties** (moved from afternoon session to morning session):   Addressed again during the afternoon session.

[10:54:49 AM \(01:48:28\)](#) **DISCUSSION re: WSDOT Summer Construction:** The Commissioners expressed desire to send a letter to WSDOT regarding the impacts of their summer construction schedule on the Olympic Peninsula, mainly 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 that the Board took note of. Chair Brotherton stated he will create a draft letter and present to the Board during the afternoon session.

[COMMISSIONERS BRIEFING SESSION – Continued:](#) Chair Brotherton reviewed the draft KPTZ Radio Segment; County Connections schedule. The Commissioners continued discussing recent meetings they attended, and miscellaneous topics.

[11:22:52 AM \(02:16:31\)](#) Chair Brotherton shared a short video of the Courthouse clocktower.

[11:24:06 AM \(02:17:46\)](#) Chair Brotherton shared a sonnet that was written by AI for him.

[11:25:58 AM \(02:19:38\)](#) The Commissioners and County Administrator continued discussing recent meetings they attended, miscellaneous topics and reviewed upcoming meetings.

[11:47:12 AM \(02:40:52\)](#) Recess

[01:30:47 PM \(02:41:15\)](#) Reconvene

AFTERNOON SESSION 1:30 p.m.

1:30 to 2:30 p.m. **[EXECUTIVE SESSION](#)** with the County Administrator, Chief Civil Deputy Prosecuting Attorney, Environmental Health & Water Quality Manager and Environmental Health Manager re: Potential Litigation; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(i)

Executive Session 1:31 p.m. to 2:31 p.m.

[02:33:30 PM \(02:43:49\)](#) Extension of Executive Session

[02:33:47 PM \(02:44:06\)](#) Extension of Executive Session

[03:04:54 PM \(02:44:33\)](#) Extension of Executive Session

[03:18:44 PM \(02:46:24\)](#) End of Executive Session

[03:18:54 PM \(02:46:34\)](#) 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

MOTION: 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.

[03:21:41 PM \(02:49:21\)](#) Call for public comments.

[03:22:19 PM \(02:49:59\)](#) Comment

[03:24:06 PM \(02:51:46\)](#) Response to comment.

[03:28:10 PM \(02:55:50\)](#) Chair Brotherton called for a vote on the motion. The motion carried by a unanimous vote.

ADDITIONAL DISCUSSION ITEMS

- [Special BOCC Meeting set to review and approve WSDOT Summer Construction schedule](#) Wednesday, April 5, 2023 at 9:30 a.m.
- [Washington State Association of Counties \(WSAC\); noon meeting debrief](#) and WSAC's request for a Special Assessment supporting the National Center for public land counties.
MOTION: HE 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.
[Public Comments](#) Call for Public Comments. No comments. Vote on motion, unanimous.
- [Legislative Update](#)
- [Community Outreach Meetings; update](#)
- [Housing Fund Board; housing provider survey](#)

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- [Closing remarks, miscellaneous topics](#)
- [Intergovernmental Collaborative Group \(ICG\); upcoming meeting](#) KD is unable to attend and would like to hold a Joint Special Meeting with the City of Port Townsend regarding GMA – or an afternoon workshop. Planning Commission can also attend.

[NOTICE OF ADJOURNMENT](#) 3:55 p.m.

COMMISSIONERS MEETING SCHEDULE

The Week of April 3, 2023

A snapshot of the meetings the Commissioners will be attending this week are notated below. If you would like to get more information on these meetings, please contact the Commissioners' Office at 360-385-9100 or send us an email at: jeffbocc@co.jefferson.wa.us

Monday, April 3, 2023

09:00 a.m. to 4:30 p.m. BOCC Meeting - Hybrid (Board)
Noon BOCC Special Meeting - WSAC Virtual Assembly (Board)
5:00 p.m. Jefferson County Community Foundation Meeting – Port Hadlock (Heidi)

Tuesday, April 4, 2023

8:35 a.m. Nature Conservancy Coffee and Climate Solutions - Monthly Check Ins – Virtual (Heidi)
Noon 1/10th of 1% Data Meeting - Jumping Mouse PT & Brinnon Programs - - Virtual (Heidi)
1:00 p.m. Meeting re: Quilcene Skate Park Development – Public Works Conference Room (Greg)
2:30 p.m. Quilcene-Brinnon Empowered Teens Coalition Meeting – Virtual (Greg)
6:30 p.m. Marine Resources Committee Meeting - Virtual (Heidi)

Wednesday, April 5, 2023

All Day Out of Office - (Greg)
10:00 a.m. Puget Sound Partnership Future Scenarios Advisory Group - Virtual (Kate)
10:30 a.m. Jefferson County Strategic Plan Project Team Meeting – Virtual (Heidi)
11:00 a.m. Jefferson Healthcare Ongoing Advocacy Touchbase – Virtual (Kate)
11:00 a.m. Trust Land Transfer Taxing District Focus Group Meeting _ Virtual (Heidi)
2:15 p.m. Childcare / Family Support Center Project Meeting – Virtual (Kate)
2:30 p.m. Jefferson Transit Authority Finance Committee Meeting – Virtual (Heidi)
3:00 p.m. NW Straits Conference Planning Committee Follow Up – Virtual (Heidi)
5:00 p.m. Jefferson County Fairgrounds Boar Meeting – Port Townsend (Kate)

Thursday, April 6, 2023

All Day Out of Office - (Greg)
9:00 a.m. Economic Development Council (EDC) Board Meeting – Port Townsend (Kate)
1:00 p.m. Trust land Transfer Legislative Session Touchbase - Virtual (Heidi)
1:00 p.m. WA State Board of Health Touchbase Meeting – Virtual (Kate)
6:30 p.m. Jefferson County Peninsula Trail Coalition Meeting– Virtual (Heidi)

Friday, April 7, 2023

All Day Out of Office - (Greg)
Noon WSAC 2023 Legislative Virtual Update – Virtual (Kate)

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The County has various Boards and Committees that are subject to the Open Public Meetings Act (OPMA). Agendas for those meetings will be posted to the Jefferson County website calendar 24 hours prior to the start of the meeting. The Agendas will contain information on how to provide public comment, meeting access, and meeting materials (if available).

For more information, go to: www.co.jefferson.wa.us – Services – Laserfiche Web Portal –
Board of Commissioners – Boards & Committees
or click on the Calendar tab on the home page of the website.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request