MINUTES

Jefferson County Board of County Commissioners
Regular Meeting – March 4, 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. Public Works Director Monte Reinders filled in as Acting County Administrator during County Administrator Mark McCauley's absence.

PUBLIC COMMENT PERIOD: Chair Dean called for public comments, and seven comments were received. The Commissioners addressed the comments. They responded to a request to support an upcoming T-Lab conference, and noted they will review the request with County Administrator Mark McCauley when he returns. Acting County Administrator/Public Works Director Monte Reinders provided an update on Public Works projects.

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

1. **COMMERCIAL LEASE AGREEMENT** re: Records Management and Facilities Maintenance Office Space; In the Amount of $4,000/month plus utilities; Central Services; Richard and Beverly Stapf
2. **AGREEMENT** re: Legal Research Subscription; In the Amount of $1,134/month; Prosecuting Attorney's Office; LexisNexis
3. **AGREEMENT** re: Center Road 2R Overlay MP 10.34-14.58, Project No. 1802096, CRAB RAP Project No. 1622-01; In the Amount of $1,112,583.65; Public Works; Lakeside Industries
4. **AGREEMENT** re: Recomplete Strategy Development Grant; In the Amount of $60,000; Department of Community Development; Clallam County
5. **AGREEMENT, Amendment No. 1** re: Community Wildfire Protection Plan; In the Amount of $27,475.30; County Administrator; SWCA Environmental Consultants
6. **AGREEMENT, Amendment No. 1** re: Nurse Family Partnership; Home Visiting Services; Additional Amount of $40,913.61 for a total of $460,470.90; Public Health; Washington State Department of Children, Youth and Families
7. **AGREEMENT, Amendment No. 1** re: Implementing Enterprise Permitting and Licensing (EPL); Additional Amount of $90,000 for a total of $180,000; County Administrator; Hansell Tierney, Inc.
8. **ADVISORY BOARD APPOINTMENT** re: Solid Waste Facility Task Force (SWFTF); Don Rhoden

9. **APPROVAL OF MINUTES:** Regular Meeting Minutes of February 5, 12, 20, 26, 2024, and Special Meeting Minutes of January 20, 2024 (Planning Commission), and February 15, 2024 (Joint ICG)
10. **Payment of Jefferson County Vouchers/Warrants** Dated February 26, 2024 Totaling $327,328.73 and Jury Warrant Dated February 27, 2024 Totaling $920.19

PUBLIC HEALTH and EMERGENCY MANAGEMENT UPDATE: This item was tabled until March 11, 2024 at 9:45 a.m.

COMMISSIONERS' BRIEFING SESSION: The Commissioners discussed recent meetings they attended, legislative update, WSAC update, and miscellaneous topics.

BID OPENING re: Publication of County Legal Notices: Clerk of the Board Carolyn Gallaway stated that every year the Commissioners must designate an Official County Newspaper by the first Regular Meeting in April. She noted that a Call for Bids was published on January 8, 2024 and two bids were received. She opened and read the two bids aloud:

BIDDER	**BID AMOUNT**
The Leader	Font Size 8.5, Total print circulation: 5,763, electronic subscriptions 10,966
Peninsula Daily News	Font Size 7.2, Total print circulation: 1,392, electronic subscriptions 3,910

Clerk Gallaway noted that there are other various components included in the bids, and she will prepare a comparison analysis to be reviewed during the next meeting.

ADDITIONAL BUSINESS: APPRECIATION for PUBLIC WORKS: Acting County Administrator/Public Works Director Monte Reinders and the Public Works road crew were present to honor Rickey Ray for his 12 years of service to Jefferson County and by providing extra hours by working Fridays and Saturdays at the Jefferson County Transfer Station, which helped keep that facility open during January. Staff present included: Road Maintenance Technician 4 Rickey Ray, Port Hadlock Shop foreman Ryan Lammers, Road Maintenance Superintendent Dale Brownfield, and Road Maintenance Supervisor Mike Hathaway.

Honoring He presented a letter of recognition for the Board to review and potentially approve.

The Commissioners read aloud the proposed letter. After review of the letter, Commissioner Brotherton moved to approve the letter of recognition. Commissioner Eisenhour seconded the motion. Chair Dean opened up the floor to allow for public comments. Rickey Ray stated he appreciated being a part of the Jefferson County Team. Hearing no public comments, she called for a vote on the motion.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners and Acting County Administrator discussed a recent Public Works public outreach meeting regarding the Port Hadlock Sewer project and ordinance.

The meeting was recessed at 10:43 a.m. and reconvened at 10:58 a.m. with all three Commissioners present.

ADDITIONAL BUSINESS: Letters of Support (3): Chair Dean reviewed three proposed letters of support:

1) The Energy and Water Development (D&W) Subcommittee letter
    a. Request is that final FY25 appropriations include:
        i. $75 Million to initiate the construction phase of the Duckabush Estuary Restoration Project
        ii. $620 Million to complete construction of downstream fish passage at Howard Harrison Dam
2) The Interior, Environment, and Related Agenda (I&E) Subcommittees letter
    a. Request that final FY25 appropriations include:
        i. $57 Million for the Puget Sound Geographic Program
        ii. $50 Million for the National Estuary Program
        iii. $3.8 Million for Regional Fisheries Enhancement Groups
        iv. $3.25 Billion for the Clean Water State Revolving Fund
        v. Robust funding for USFWS, USGS, and BIA for the prevention and management of European Green Crab.
3) The Commerce, Justice, Science (CJS) and Related Agencies Subcommittees letter
    a. Request that the final FY25 appropriations includes:
        i. $70 Million for the Pacific Coastal/Salmon Recovery Fund
        ii. $43.5 Million for the Department of Commerce to fully implement the terms of the Pacific Salmon Treaty
        iii. $91 Million for the Pacific Salmon line item within NOAA's Protected Resources Science and Management program
        iv. $10 Million for the grant program to provide assistance to ports to reduce impacts to marine mammals
        v. $200,000 to NOAA to support staffing the Puget Sound Cetacean Desk to reduce risks association with vessel traffic to whales
        vi. $10 Million for the Northwest Straits Marine Conservation Initiative
        vii. $5 Million to the Coastal Aquatic Invasive Species Mitigation Grant Program

After review, Commissioner Brotherton moved to sign on to support the 3 (to 6) letters as presented here. Commissioners Eisenhour seconded the motion. Chair Dean opened the floor to allow for public comments. Hearing no comments, she called for a vote on the motion. The motion carried. These letters will be signed onto electronically.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners reviewed upcoming meetings, miscellaneous topics, calendar coordination and KPTZ radio schedule.

The meeting was recessed at 11:30 a.m. and reconvened at 1:31 p.m. with all three Commissioners present.

WORKSHOP re: Department of Community Development (DCD) 2024 Workplan: DCD Director Josh Peters provided an outline of 2024 goals which included: Permit Center and administration, long-range planning and development review, building permits, and code compliance.

He also reviewed that DCD will be working on the following projects: Shoreline Master Program (SMP), Federal Emergency Management Agency (FEMA) floodplain management, Growth Management Steering Committee (GMSC), additional consultant assistance for the 2025 Periodic Update, Periodic Update Grant, Middle Housing Grant, Climate Planning Grant, Coordinated Water System Plan, short-term rentals, 2024 Comprehensive Plan Amendment Cycle, Port Hadlock Urban Growth Area (UGA), Port Townsend UGA, Recompete Strategy Development Grant, Port Ludlow Master Planned Resort (MPR), Pleasant Harbor MPR, fee study/fee ordinance, Office of the Fire Marshal, stock plans, Citizen Self Service portal, implementation of Senate Bill 5290, and the County Strategic Plan. He answered questions posed by the Board.

Director Peters requested clarification on the reappointment of Ahren Stroming to the Planning Commission that was approved in October 2023. The Commissioners concurred with adding Stroming's reappointment to the next meeting's Consent Agenda.

WORKSHOP re: Aquatic Facility: Recruitment of Healthier Together Task Force Members: Commissioner Brotherton reviewed notes from a recent steering committee meeting. John Mauro and Jefferson County Aquatic Coalition President Diane McDade were present for discussion. They answered questions posed by the Board.

Chair Dean opened the floor to add a public comment period, and three comments were received. The Commissioners discussed task force membership and who they would be reporting too. No consensus was reached. Commissioner Brotherton will work with staff to setup future agenda items regarding the formation of the Task Force.

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 2:49 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