



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – January 3, 2022

Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA (VIRTUAL)

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

COVID-19 NOTICE:

NO IN-PERSON ATTENDANCE ALLOWED
(Per Jefferson County RESOLUTION No. 45-21)

APPROVED MINUTES OF THIS MEETING  

You can join this meeting by using the following methods:

- | |
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| <ul style="list-style-type: none">• 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/or Clerk of the meeting. |
| <ul style="list-style-type: none">• 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/or Clerk of the meeting. Access for the hearing impaired and others can be accommodated using Washington Relay Service at 1-800-833-6384. |
| <ul style="list-style-type: none">• 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 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.

Agenda items are listed on our website at: www.co.jefferson.wa.us Follow the links under “Quick links,” “Videos of Meetings,” and click on “Past,” “Today,” or “Upcoming” to find this meeting and view agenda items.

MONDAY

9:00 a.m. **CALL TO ORDER** KD called to order, wished everyone Happy New Years. Thanked Road Crews, PUD, first responders keeping us safe.

Reorganization of the Board KD stated longstanding tradition of passing the gavel. She moved to appoint Heidi Eisenhour as Chair of the Board for 2022. GB second, unanimous.

Passing of the Gavel. KD passed Chairing of the meeting to Eisenhour. HE cheers to a fabulous 2022. Recommitted to the community and ready to face 2022 challenges. She would like to bring more voices into the conversation and looking at new ways to do that.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request

9:01 a.m. **PUBLIC COMMENT PERIOD - Up to 30 Minutes**

This is an optional time period dedicated to listening to the public. We want to hear your ideas or concerns. To ensure equal opportunity for the public to comment, all comments shall be limited to three minutes per person and each person may address the Board one time during the public comment period. Please start by stating your name and address.

Individuals may participate during the Public Comment Period using the following methods:

- Video: Refer to meeting instructions above
- Audio-only: Refer to meeting instructions above
- Email: jeffbocc@co.jefferson.wa.us (Comments received here will be added to the correspondence log)

PUBLIC COMMENTS RECEIVED/CORRESPONDENCE LOG:

906 Stephen: COVID-19 statistics and false positive PCR tests.

909 Larry Morrell: Military training in state parks and request the Commissioners provide input on this issue.

912 Kincaid Gould: Comment regarding alternate treatments for COVID-19. He experienced technical difficulties and was unable to provide full comment.

914 The Commissioners responded to oral and written public comments. HE opened up to allow for more additional comment(s).

928 Tom Thiersch: Comment regarding the WA State Ferries; upcoming ferry meetings.

930

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. **RESOLUTION NO. ____** 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

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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

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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.)



933 **MOTION:** KD moved to approve and adopt the Consent Agenda as presented. GB second, unanimous.

933

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

REGULAR AGENDA:

947

9:45 a.m. **WEEKLY UPDATE re: COVID-19**

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

947 Dr. Berry

953 Jefferson Healthcare Executive Director Mike Glenn introduced Brandie Manuel, and Tina Toner. He reviewed regional issues facing medical facilities. He stated this time every year is usually a high uptick in cases, and they are now also dealing with covid testing and cases.

1000 Dr. Harris: Covid can be much like the common cold and influenza, staffing challenges at JGH,

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and she encouraged people to get vaccinated. Dr. Berry elaborated on Harris' comments.

1012 Tina Toner: Provided JGH landscape

1017 Brandie Manuel: Provided staffing issues, testing capacity and boosters to employees.

1020 Final comments from JGH staff

1021 Dr. Berry: New CDC guidance on isolation and quarantine.

1027 Emergency Management update

1054 Closing comments

COMMISSIONERS BRIEFING SESSION – Continued: The Commissioners and Interim County Administrator continued reviewing upcoming meetings, and miscellaneous topics.

1058 Recess

LUNCH

132 Reconvene

1:30 p.m. **COUNTY ADMINISTRATOR BRIEFING SESSION**

134pm

BRIEFING re: Mill Road - Caswell-Brown Village; Current Status and the Plan for Phase 2

Greg Brotherton, District No. 3 Commissioner
Mark McCauley, Interim County Administrator/Central Services Director
Cherish Cronmiller, Olympic Community Action Programs (OlyCAP) Executive Director
Kathy Morgan, OlyCAP Director of Housing and Community
Development

GB provided info re: Caswell-Brown Village and introduced the Plan for Phase 2. CM shared her screen for a powerpoint presentation. Also present: Robin Penborn? Jesse Thomas, Everett Sorensen and Todd Armstrong. She explained how the name Caswell Brown came to be: Unsheltered individuals: Victoria Brown 23 – Hypothermia and John Caswell, 62 – Hyperthermia. Presentation and discussion followed.

246 DISCUSSION AND POTENTIAL ACTION re: Climate Action Goals

Kate Dean, District No. 1 Commissioner
Mark McCauley, Interim County Administrator/Central Services Director

246 KD reviewed Climate Action goals by sharing her screen.

254 KD moved to approve the 2022-23 Jefferson County Climate Action Goals as presented. GB seconded the motion, unanimous.

255

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CONTINUED REVIEW AND POTENTIAL ACTION re: 2022

Commissioner Board Assignments



Heidi Eisenhour, District 2 Commissioner

Mark McCauley, Interim County Administrator/Central Services Director

HE worked on editing the assignments and reviewed changes with the Board. She shared her screen.
336 The Board reviewed the scores for their tentative assignments.

COUNTY ADMINISTRATOR BRIEFING:

349 Caswell-Brown infrastructure – continued discussion. GB is in favor of spending \$500k of ARPA funds to support Phase 2. Discussion re: ARPA funds/uses update.

347 County Administrator hiring update; coming soon

347 EDC Criteria for \$500k in grants

348 Add Legislative update to future agendas

349 Process re: E-signature/Docu-sign required by the State & BOCC office workflow

400 Miscellaneous items & more committee assignment discussion

NOTICE OF ADJOURNMENT 4:03 p.m. HE adjourned.

COMMISSIONERS MEETING SCHEDULE

Week of January 3, 2022

Monday – January 3, 2022

See Agenda

Noon	Board	SPECIAL MEETING - WSAC Virtual Assembly	Virtual
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Tuesday – January 4, 2022

Noon	Greg	East Jefferson County Rotary Club Meeting	NW Maritime Center
2:00 p.m.	Kate	Jefferson Transit Authority Finance Committee Meeting	Virtual
3:00 p.m.	Heidi	Behavioral Health Advisory Board Meeting	Virtual
6:00 p.m.	Heidi	Marine Resources Committee Meeting	Virtual

Wednesday – January 5, 2022

Noon	Greg	7th Haven Development Team Meeting	Virtual
2:00 p.m.	Kate	Legislative Committee Special Meeting-2022 Legislative Priorities	Virtual
3:30 p.m.	Kate	Jefferson Transit Authority Citizen Advisory Committee Meeting	Virtual

Thursday – January 6, 2022

9:00 a.m.	Kate	Economic Development Council (EDC) Team Jefferson Meeting	Virtual
10:00 a.m.	Greg	Olympic Area Agency on Aging (O3A) Meeting	Virtual
10:30 a.m.	Greg	Mill Road Update Meeting	Virtual
1:00 p.m.	Kate	Jefferson County Department of Public Works Monthly Meeting	Virtual
2:30 p.m.	Greg	Port Ludlow Village Council Meeting	Virtual

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Agenda: January 3, 2022

Friday – January 7, 2022

10:30 a.m.	Heidi	Jefferson County COVID-19 Coordination Meeting	Virtual
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