DRAFT

MINUTES

Jefferson County Board of County Commissioners
Regular Meeting – August 12, 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. Commissioner Brotherton noted that he would like to pull Consent Agenda Item No. 14 regarding term limit of an appointment to the Port Ludlow Drainage District. Chair Dean noted that the Regular Meeting of August 26, 2024 may not be held due to Commissioner availability.

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

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Brotherton noted that he requested that the Port Ludlow Drainage District appointment (Consent Agenda Item No. 14) should be delayed until they can confirm correct term dates. Commissioner Brotherton moved to remove Consent Agenda Item No. 14, and approve the remaining items on the Consent Agendas as presented. Commissioner Eisenhour seconded the motion which carried by a unanimous vote.

1. **RESOLUTION NO. 43-0812-24R** re: Applying for Fish Barrier Removal Board Grant Funding for the Center Road MP 3.23 Fish Barrier Removal RCO Project #21-1413P
2. **RESOLUTION NO. 44-0812-24R** re: Finding and Determination to Declare Certain County Property as Surplus and Authorize Trade-in
3. **BID AWARD** re: Supply of Aggregate for the County's Bituminous Surface Treatment (BST) Program in 2025 and 2026; Public Works; Bruch and Bruch Construction, Inc.
4. **HEARING NOTICE** re: To consider whether to dissolve Drainage District No. 1, aka Chimacum Drainage District; Hearing Scheduled for Monday, August 29, 2024 at 1:00 p.m. in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA (HYBRID)
5. **MEMORANDUM OF AGREEMENT** re: Hiring Incentive for Lakai Berteig; In the Amount of $10,000; Jefferson County Human Resources; Fraternal Order of Police (FOP) Jefferson County Sheriff's Office Uniformed Support Services (JCSOUSS);
6. **AGREEMENT and SUBSCRIPTION AGREEMENT** re: Collective Bargaining; Jefferson County Human Resources; Fraternal Order of Police (FOP) Jefferson County Sheriff's Office Uniformed Support Services (JCSOUSS)
7. **AGREEMENT** re: Parks Deferred Maintenance; In the Amount of $82,823; Public Works; Recreation and Conservation Office
8. **AGREEMENT** re: JUMP! Playground – Phase 2; In the Amount of $515,565; Public Works; DSHS Dan Thompson Grant

9. **AGREEMENT** re: Olympic Discovery Trail – Anderson Lake Connection Project; In the Amount of $1,519,332; Public Works; WSDOT
10. **AGREEMENT, Amendment No. 1** re: Jefferson County Behavioral Health Consortium website design; An additional amount of $10,000 for a total up to $17,000; Public Health; Shape of Things, SPC (DBA Fire & Flow)
11. **AGREEMENT, Amendment No. 2** re: Economic Development Services; $100,000 in 2025 and 2026; County Administrator; EDC Team Jefferson
12. **MOTION** re: Appoint the County Administrator as alternate for the Jefferson County representative serving on the Public Infrastructure Fund (PIF) Board
13. **MOTION** re: Issuing a Public Infrastructure Fund (PIF) Request for Proposals (RFP) in the amount of $600,000
14. **DRAINAGE DISTRICT APPONTMENT (1)** re: Port Ludlow Drainage District; Commissioner 1; Ron Mountain (REMOVED to allow time to confirm term date)
15. **ADVISORY BOARD MEMBERSHIP re:** Marine Resources Committee (MRC):
    1) Appointment for Local Youth: Akeyla Behrenfeld,
    2) Reappointment for District 2: Dr. Brenda Johnson
    3) Resignation of District 3: Joanie Hendricks
16. **APPROVAL OF MINUTES:** Regular Meeting Minutes of July 22, 2024 and August 5, 2024, and Special Meeting Minutes of September 14, 2023 (Quilcene Outreach) and August 6, 2024
17. **APPROVAL OF PAYROLL WARRANTS:** Dated August 5, 2024 Totaling $2,557,686.23

COMMISSIONERS' BRIEFING SESSION: The Commissioners and County Administrator discussed recent meetings they attended, and miscellaneous topics.

WORKSHOP re: Electric Vehicle (EV) Plan: Public Works Director Monte Reinders, Fleet Manager Josh Montgomery, and Undersheriff Andy Pernsteiner were present to brief the Board on electric vehicles. County Administrator Mark McCauley noted that the County has been behind the curve on migrating to electric vehicles. Fleet Manager Montgomery stated that he has been working with Public Works and Public Health, as they are the departments that will be needing a vehicle replacement in 2025.

He added that there is a grant for EV infrastructure that they are hoping to receive. He noted that the Undersheriff plans to test out an EV as a pursuit vehicle, and County Administrator McCauley added that the Sheriff Department's EV would not be replacing a current vehicle, it will be an added cost that and they will be seeking additional funding from the General Fund.

Chair Dean stated that she would like a County-wide policy on EVs, so that they are not treating each request on a case-by-case basis. It was discussed that one of the issues that the Sheriff's Department will run into will be take-home vehicles, and the cost of charging the vehicles at their private residence. During discussion they also covered sustainability, maintenance, ER&R rates, fuel cost comparisons, market conditions, resale value, battery replacement, depreciation and replacement cost, quotes on EV charging installation, and review of the cost analysis comparison.

After discussion, the Commissioners agreed to move forward with the purchase of an EV for the Office of the Fire Marshal, Public Health, Public Works, and a Sheriff pursuit vehicle.

After discussion, Commissioner Brotherton moved that Fleet Services and Public Works move forward with the four electric vehicles as discussed today, as well as developing plans regarding infrastructure with facilities, and work on an EV policy. Commissioner Eisenhour seconded the motion. Chair Dean opened the floor to allow for public comments, and two comments were received. She called for a vote on the motion. The motion carried by a unanimous vote.

CLOSED SESSION: A Closed Session was scheduled from 11:00 a.m. to 11:15 a.m. Chair Dean announced that the Closed Session will be held from 11:05 a.m. to 11:20 a.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 11:21 a.m.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners reviewed upcoming meetings, and discussed miscellaneous topics.

The meeting was recessed at 11:39 a.m. and reconvened at 1:30 p.m. with all three Commissioners present.

WORKSHOP re: Solid Waste Facilities Replacement Planning Process – Site Selection: Public Works Director Monte Reinders and Solid Waste Manager Al Cairns were present to brief the Board on potential locations for a new Solid Waste facility. Manager Cairns provided a presentation that included: Phase I – Integrated Teamwork, Phase II – Staff Directed Work, and Phase III – What comes next?

Phase I: Integrated project team charter with guiding principles, identified condition of current facility and replacement cost, identified future level of service and other functions, large user group feedback through surveys, considered greenhouse gas emission reduction, visited a newer rural Transfer Station, conducted traffic studies, and initial site screening. 11 sites include 4 county-owned, and 7 privately owned non-residential.

Phase II: Modified screening criteria, fatal flaw screening, contacting private property owners, consultant review, and applying guiding principles as performance criteria to three general locations (north, central and south).

Phase III: review of next steps and timeline which include:

- Solid Waste Facility Task Force (SWFTF) September 2024 – identify region
- Public Open House September or October 2024 – review selection process, general agreement on region
- SWFTF First Quarter 2025 – Agreement on moving recommendation to BOCC
- Joint BOCC/City Council meeting First Quarter 2025 – Agreement on recommended site, agreement to develop funding strategy
- BOCC Second Quarter 2025 – Greenlight to move into site development phase

Director Reinders and Manager Cairns participated in discussion and answered questions posed by the Board.

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ADDITIONAL DISCUSSION ITEMS: The Commissioners and County Administrator reviewed the following:

- Calendar Coordination
- PT Pump Track; requesting an MOU for RCO grant

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 2:13 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

DRAFT

MINUTES

Jefferson County Board of County Commissioners
Emergency Meeting – August 15, 2024, 9:10 a.m.

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

CALL TO ORDER: Chair Kate Dean and Commissioner Heidi Eisenhour participated in the meeting. Due to the emergency nature of the meeting and time constraints, Commissioner Greg Brotherton was unable to be called to join the meeting. Chair Dean called the Emergency Meeting to order.

DUCKABUSH FIRE: Clerk Carolyn Gallaway explained that Brinnon Fire Chief Tim Manly had called the office to state that the Duckabush Fire has grown to 150 acres, and due to the fire emergency and danger to the public, he requested that the Commissioners immediately order the closure of Duckabush Road, and only allow local access. At the time of the emergency meeting, the Duckabush Fire was considered a Type 3 incident.

Commissioner Eisenhour moved to shut down the Duckabush Road and only allow local access, as directed by the Fire Department and Department of Natural Resources. Chair Dean seconded the motion. The motion carried.

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 9:11 a.m. until the next regular meeting or special meeting as properly noticed. Clerk Gallaway notified Commissioner Brotherton, Emergency Management Director Willie Bence, and the Sheriff's Office of the action taken.

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ATTEST:

Greg Brotherton, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member