



AGENDA

Jefferson County Board of Commissioners

Regular Meeting **TUESDAY** – January 3, 2023

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

This is a Hybrid meeting: Virtual and In-Person Attendance

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

To view Agenda items, 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:

- | |
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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 Clerk |
| <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 Clerk
Access for the hearing impaired and others can be accommodated using Washington Relay Service at 1-800-833-6384. Access for the sight impaired can be accommodated by calling 360-344-9318. |
| <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. |
| <ul style="list-style-type: none">• 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.

9:00 a.m. **CALL TO ORDER** GB called to order

09:03:16 AM (00:02:52) GB musical performance

9:01 a.m. **PUBLIC COMMENT PERIOD** – **ALL TOPICS:** *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.*

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. To view comments/correspondence received thus far, click here:

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[09:06:05 AM \(00:05:42\)](#) Comment

[09:09:45 AM \(00:09:22\)](#) Comment (they had technical difficulties, will call back)

[09:11:00 AM \(00:10:37\)](#) Comment

[09:13:37 AM \(00:13:14\)](#) Response to comments

[09:18:47 AM \(00:18:24\)](#) Comment

[09:20:47 AM \(00:20:24\)](#) Comment

[09:23:41 AM \(00:23:18\)](#) Response to comments

[09:28:44 AM \(00:28:21\)](#) Public Comment closed

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. **MEMORANDUM OF AGREEMENT (MOA)** re: Finance Manager Support; No Dollar Amount; Jefferson County Administrator; Jefferson County Auditor
 
2. **AGREEMENT** re: Consulting Services for Strategic Planning; Not to Exceed the Amount of \$64,270; Jefferson County Administrator; BerryDunn
 
3. **Payment of Jefferson County Payroll Warrants** Dated December 20, 2022 Totaling \$75,095.93 and A/P Warrants Done by Payroll Dated December 21, 2022 Totaling \$15,465.41 and Dated December 29, 2022 Totaling \$399.56 (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.)
 
4. **Payment of Jefferson County Vouchers/Warrants** Dated December 19, 2022 Totaling \$1,264.654.34 and Dated December 27, 2022 Totaling \$2,092,756.23 (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.)
 

[09:30:55 AM \(00:30:31\)](#) KD moved, HE second, unanimous.

COMMISSIONERS BRIEFING SESSION: HE – The City of PT is working on a proclamation for the fundamental rights of Orca whales, she will work on a draft proclamation to bring forward next week. The Commissioners discussed recent meetings they attended.

REGULAR AGENDA:

9:45 a.m.

MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE

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

[09:44:25 AM \(00:44:02\)](#) Public Health update

[10:08:18 AM \(01:07:55\)](#) Emergency Management update

COMMISSIONERS BRIEFING SESSION – Continued: County Administrator McCauley discussed recent meetings he attended, and reviewed current tasks he’s working on. The Commissioners and County Administrator discussed upcoming meetings.

DISCUSSION AND POTENTIAL ACTION re: Department of Commerce 2024 and 2025 Consolidated Homeless Grant (CHG)



Mark McCauley, County Administrator

[10:43:47 AM \(01:43:24\)](#) GB – this is something that comes up every two years and he met with Bayside on this. We usually opt-out on this. MM – we can be silent or take-action to opt out, he prefers taking-action to opt out. Bayside and OlyCAP have expressed interest in applying for the CHG grant. If both apply, Commerce will award the grant to the organization they determine is the most qualified to act as lead grantee. The role of lead grantee comes with the ability to make subgrants to qualifying organizations in the County. After discussion **MOTION:** KD moved to submit in writing that Jefferson County plans to opt out of the application for the Department of Commerce Consolidated Homeless Grant CHG grant funds for fiscal years 2024 and 2025. HE second.

[10:53:04 AM \(01:52:40\)](#) GB called for public comment. No comments. Vote on motion, unanimous.

COMMISSIONERS BRIEFING SESSION – Continued: KD – Governor’s office sent over a riparian bill for input. This is an entirely new, voluntarily riparian protection bill that will be considered. Tribes are lukewarm on this. Its voluntary and well-funded. She will review it and provide feedback on it. Continued discussion re: Voluntary Stewardship Program (VSP). Afternoon agenda planning.

[11:01:30 AM \(02:01:07\)](#) Recess

RECESS

[01:30:52 PM \(02:01:41\)](#) Reconvene

AFTERNOON SESSION

1:30 p.m.

DISCUSSION AND POTENTIAL ACTION re: Approval of 2023 Housing Fund Board Funding Recommendations for Fund 148/149 and 1590 Funds and **PUBLIC COMMENT**



Greg Brotherton, District No. 3 Commissioner

Mark McCauley, County Administrator

GB – noted that we can’t make changes, we would have to send back to the HFB if there were to be changes to the recommendations. Commissioners reviewed the recommendations as presented.

[01:42:27 PM \(02:13:17\)](#) HE moved to approve the funding recommendations of the HFB as discussed today, a total of \$102,000 from Fund 148, \$518,500 from fund 149 and \$250,000 from Fund 1590. KD second.

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[01:43:03 PM \(02:13:52\)](#) Call for public comments, one comment received.

[01:44:06 PM \(02:14:55\)](#) Comment

[01:45:39 PM \(02:16:28\)](#) Response to comment

After discussion, call for vote on **MOTION:** Vote on motion unanimous

PRELIMINARY REVIEW re: 2023 Commissioner Committee Assignments



Mark McCauley, County Administrator

[02:07:23 PM \(02:38:12\)](#) After discussion, **MOTION:** HE moved to approve the board committee assignments as amended and discussed today. KD second.

[02:08:10 PM \(02:38:59\)](#) Call for comments. No comments. Vote on motion unanimous.

ADDITIONAL DISCUSSION ITEMS

- [Review of items to discuss](#)
- [Legislative Update; federal lands/ARPA use](#)
- **ADDITIONAL BUSINESS: Letter of Support for Olympic Housing Trust:** Chair Brotherton stated that the OHT has requested changes to a previously approved letter. He reviewed the changes to the letter and noted that the previous letter had not been sent out yet. The Commissioners reviewed the letter and made edits. After discussion **MOTION:** KD moved to approve the letter of support to the Olympic Housing Trust as amended today. HE second.
[02:15:22 PM \(02:46:11\)](#) Call for public comments, none received. Vote on motion unanimous.
- **ADDITIONAL BUSINESS: Letter of Support for Mason County PUD No.1:** Chair Brotherton shared a draft letter in support of Mason County PUD No. 1's Washington State Broadband Office Grant Application for the ARPA Broadband Infrastructure Grant to replace undersized and under-classed poles in Brinnon. The Commissioners reviewed the draft letter and made edits. After discussion **MOTION:** KD moved to approve and send letter of support for Mason PUD No. 1 as discussed today. HE second.
[02:23:12 PM \(02:54:01\)](#) Call for public comments, none received. Vote on motion unanimous.
- [Courthouse security](#)
- [Closing remarks](#)

NOTICE OF ADJOURNMENT 2:28 p.m.

COMMISSIONERS MEETING SCHEDULE

Week of January 2, 2023

Monday – January 2, 2023

Courthouse Closed – New Year's Observed

Tuesday – January 3, 2023

9:00 a.m. - 4:30 p.m.

BoCC Meeting

Hybrid

Wednesday – January 4, 2023

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11:00 a.m.	Kate	Jefferson Healthcare Ongoing Advocacy Touchbase	Virtual
1:00 p.m.	Heidi	Trust Land Transfer Legislative Session	Virtual
2:00 p.m.	Heidi	Jefferson Transit Authority Finance Committee Meeting	Virtual
3:30 p.m.	Kate	Jefferson Transit Advisory Group Meeting	Virtual

Thursday – January 5, 2023

9:00 a.m.	Kate	Economic Development Council (EDC) Board Meeting	Virtual
10:00 a.m.	Greg	Olympic Area Agency on Aging (O3A) Board Meeting	Virtual
11:00 a.m.	Kate	Childcare Convening - Jefferson County Meeting	Virtual
Noon	Kate	Legislative Steering Committee - 2023 Session Orientation	Virtual
1:00 p.m.	Heidi	Trust Land Transfer Strategy Session	Virtual
6:30 p.m.	Heidi	Jefferson County Peninsula Trails Coalition Meeting	Virtual

Friday – January 6, 2023

10:30 a.m.	Kate	Northwest Maritime Center Meeting	Virtual
11:00 a.m.	Greg	HUD House America-Jefferson County Check-In Meeting	Virtual

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request