



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Tuesday – January 17, 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. Comments on MLK and read two quotes.

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: 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

[09:04:14 AM \(00:03:44\)](#) Comment
[09:06:50 AM \(00:06:20\)](#) Comment
[09:09:12 AM \(00:08:42\)](#) Comment
[09:09:49 AM \(00:09:19\)](#) Comment
[09:10:23 AM \(00:09:53\)](#) Comment
[09:11:34 AM \(00:11:04\)](#) Comment
[09:12:57 AM \(00:12:27\)](#) Comment
[09:13:32 AM \(00:13:02\)](#) Comment
[09:14:46 AM \(00:14:16\)](#) Comment
[09:15:58 AM \(00:15:28\)](#) Comment
[09:18:04 AM \(00:17:34\)](#) Comment
[09:19:26 AM \(00:18:56\)](#) Comment
[09:20:11 AM \(00:19:41\)](#) Comment (timestamp off)
[09:20:43 AM \(00:20:13\)](#) Response to comments – oral and written comments

PROCLAMATION re: Declaration of Rights for the Southern Resident Orcas



Heidi Eisenhour, District No. 2 Commissioner

[09:27:42 AM \(00:27:12\)](#) The Commissioners reviewed the draft proclamation and made edits.
[09:28:30 AM \(00:28:00\)](#) The Commissioners agreed to review consent while KD made edits to proclamation.

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. **CALL FOR BIDS** re: Publication of County Legal Notices; Bids Accepted Until 9:30 a.m. and on Monday, March 6, 2023 and Opened and Read Publicly shortly thereafter in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA
 [↩](#)
2. **AGREEMENT, Amendment No. 2** re: Community Inclusion Services; An Amount of \$2,907 in Funding Reallocated and a Decrease in the Amount of \$1,573.84 for a Project Total of \$26,180.16; Jefferson County Public Health; Cascade Community Connection
 [↩](#)
3. **AGREEMENT, Amendment No. 3** re: Community Inclusion Services; Additional Amount of \$50,000 for a Project Total of \$76,180.16; Jefferson County Public Health; Cascade Community Connection
 [↩](#)
4. **REQUEST FOR PROPOSALS (RFP)** re: Olympic Peninsula Gateway Visitor Center for Jefferson County, Washington; County Administrator
 [↩](#)

5. **MOTION** re: Appoint/Affirm Members of the Jefferson County Risk Management Committee (RMC) Per Resolution No. 54-19 (No Expiration of Terms); Appoint Treasurer Stacie Prada
 
6. **ADVISORY BOARD END OF TERM** re: Housing Fund Board; Member, Anya Callahan
 
7. **ADVISORY BOARD RESIGNATION** re: Housing Fund Board (HFB); Member, Robert Davis
 
8. **ADVISORY BOARD RESIGNATION** re: Solid Waste Advisory Committee (SWAC); District No. 2 Representative, Jenifer Taylor
 
9. **ADVISORY BOARD RESIGNATION** re: Tourism Coordinating Council (TCC); Brinnon/Quilcene Representative; Christina Maloney
 
10. **ADVISORY BOARD APPOINTMENT** re: Tourism Coordinating Council (TCC); No Terms; Brinnon/Quilcene Representative, Brinnon/Quilcene Representative, Dan Ventura
 
11. **MINUTES** re: Regular Meeting of January 3, 2023 and January 9, 2023
   
12. **Payment of Jefferson County Payroll Warrants** Dated January 5, 2023 Totaling \$2,244,824.92 and A/P Warrants Done by Payroll Dated January 5, 2023 Totaling \$13,519.21 (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.)
 
13. **Payment of Jefferson County Vouchers/Warrants** Dated December 28, 2022 Totaling \$556,710.74 (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.)
 

[09:32:12 AM \(00:31:42\)](#) KD moved to approve Consent Agenda as presented. HE second, unanimous.

[PROCLAMATION re: Declaration of Rights for the Southern Resident Orcas – Continued:](#) The Commissioners reviewed the edited version of the proclamation.

[09:33:31 AM \(00:33:01\)](#) All three Commissioners read aloud the proclamation.

[09:35:32 AM \(00:35:03\)](#) Chair Brotherton called for public comment. No comments received.

[09:38:05 AM \(00:37:35\)](#) HE moved to approve the Declaration of Rights for the Southern Resident Orcas as amended. KD seconded, unanimous.

[09:38:54 AM \(00:38:24\)](#) Photo op with the Orcas

[COMMISSIONERS BRIEFING SESSION:](#) KD started to discuss her previous week.

REGULAR AGENDA:

9:45 a.m.

MONTHLY PUBLIC HEALTH UPDATE

Dr. Allison Berry, Public Health Officer

[09:46:05 AM \(00:45:35\)](#) Dr. Berry provided update on C19, and other viruses circulating. Emergency Management update previously scheduled, was cancelled.

[10:08:10 AM \(01:07:40\)](#) Recess

[10:18:08 AM \(01:08:19\)](#) Reconvene

COMMISSIONERS BRIEFING SESSION – Continued: The Commissioners continued discussing recent meetings they attended and reviewed upcoming meetings.

10:30 a.m.

DISCUSSION AND POTENTIAL ACTION re: Priorities for Allocating Remaining County American Rescue Plan Act (ARPA) Funds and **PUBLIC COMMENT**



Greg Brotherton, Chair and District No. 3 Commissioner
Mark McCauley, County Administrator

[10:47:44 AM \(01:37:55\)](#) Call for public comments. None received. KD moved to approve these guidelines and release them to the public for distributing the remainder of ARPA funds. HE second. Unanimous. Clerk Gallaway noted that the deadline for publishing in the legal paper of record had been missed as deadlines for submittal are on Mondays, and Monday was a holiday. She stated that the ad for the ARPA request for proposals would be published on January 25, 2023. She also noted that the same deadline issue applies for Consent Agenda Items No. 1 and 4 as well. The Commissioners stated they were in favor of a February 10, 2023 deadline.

County Administrator Mark McCauley noted that the proposal indicates a receipt of upcoming funding, which is not guaranteed, so he would like verbiage to reflect that. The Board will review the ARPA call for proposals document during the afternoon session, with the intention to make their previous approval of the document, null and void.

COMMISSIONERS BRIEFING SESSION – Continued: The Commissioners and County Administrator continued discussing recent meetings they attended, [Point in Time count form](#), miscellaneous topics and reviewed upcoming meetings. The Commissioners also discussed contacting DNR re: “leave” trees that were cut either as part of a harvest, or illegally cut after a harvest.

[11:40:22 AM \(02:30:33\)](#) Recess

RECESS

[01:31:19 PM \(02:31:02\)](#) Reconvene. GB and HE present. KD joined at 1:32pm

AFTERNOON SESSION

1:30 p.m. [**WORKSHOP**](#) re: Jefferson County Parks and Recreation Advisory Board (JCPRAB) 2022 Annual Report



Matt Tyler, Parks and Recreational Manager

MT introduced Vern Bessey, Chair of the Parks and Recreation Advisory Board and Susie Marshall – PRAB member who were present for the meeting.

[01:34:34 PM \(02:34:17\)](#) MT and VB provided information on the 2022 Annual Report.

ADDITIONAL DISCUSSION ITEMS

- [2023 Community Outreach](#)
- [ARPA funding proposals](#)- The Commissioners reviewed the draft document that was presented on-screen for the public to view. **MOTION:** After discussion, Commissioner Dean moved to replace the guidelines for Last Call ARPA Funds, from what was approved earlier today, to the revised and updated guidelines presented here. Commissioner Dean seconded the motion.

[02:25:53 PM \(03:25:37\)](#) GB called for public comments, none received. Call for vote on motion, unanimous.

- [Hood Canal Coordinating Council Dues](#): – KD – at annual meeting tomorrow, they are requesting a significant increase in membership dues from \$2,500 to \$10,000 for dues. They reviewed the HCCC 2023 budget. GB stated that no motion is needed.
- [WA State Commerce grant for solar panels and batteries for community centers](#)
- [Legislative Update](#); provided by Commissioner Dean
- [Closing remarks](#)

NOTICE OF ADJOURNMENT 3:01 p.m.

COMMISSIONERS MEETING SCHEDULE Week of January 16, 2023

Monday – January 16, 2023

County Offices Closed in Observance of Martin Luther King Jr. Day

Tuesday – January 17, 2023

9:00 a.m. - 4:30 p.m.	BoCC Meeting	Hybrid
4:30 p.m. Greg	North Hood Canal (NHC) Chamber of Commerce Board Meeting	Virtual
6:00 p.m. Heidi	Port of Port Townsend Meeting re: Short Farm	Chimacum Grange

Wednesday – January 18, 2023

11:00 a.m. Kate	North Olympic Development Council Executive Board Meeting	Virtual
1:00 p.m. Heidi	Hood Canal Coordinating Council (HCCC) Board Meeting	Virtual
5:00 p.m. Kate	Legislative Steering Committee Roundtable	Olympia
5:30 p.m. Board	Planning Commission Joint Special Meeting*	Hybrid; Tri-Area Comm. Center

*Rescheduled to January 25, 2023

Thursday – January 19, 2023

8:00 a.m. Kate	Legislative Steering Committee Meeting	Olympia
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Agenda: January 17, 2023

9:00 a.m.	Kate	Healthier Together Planning Meeting	Hybrid; Port Townsend City Hall
10:00 a.m.	Kate	Puget Sound Partnership Land Use Subcommittee Meeting	Virtual
11:30 a.m.	Heidi	Jefferson County Community Foundation Board Meeting	Virtual
1:00 p.m.	Heidi	Trust Land Transfer Legislative Session Touch Base	Virtual
2:30 p.m.	Board	Jefferson County Board of Health Meeting	Hybrid
5:00 p.m.	Heidi	Local Business After Hours	Bishop Block Bottle Shop & Garden

Friday – January 20, 2023

9:00 a.m.	Heidi	Planning for Process Improvement Workshop	DCD Large Conference Room
9:00 a.m.	Greg	Salish Behavioral Health-ASO Executive Board Meeting	Virtual
10:00 a.m.	Heidi	Olympic Coast National Marine Sanctuary Advisory Council Meeting	Hybrid
10:00 a.m.	Kate	Olympic Consortium Board (OCB) Meeting	Virtual
10:30 a.m.	Greg	Jefferson County Coordination 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