



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – March 13, 2023

This is a Hybrid meeting: Virtual and In-Person Attendance at
Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

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

To view Agenda items, meeting materials and comments received, 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:

• 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
• 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 can be accommodated using Washington Relay Service at 1-800-833-6384. If you need special accommodations, please contact our office 24 hours in advance.
• 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-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.

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.

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.

9:00 a.m. [CALL TO ORDER](#)
9:01 a.m. [PUBLIC COMMENT PERIOD](#) – ALL TOPICS

[09:02:10 AM \(00:01:51\)](#) Comment
[09:06:36 AM \(00:06:16\)](#) Comment
[09:10:15 AM \(00:09:55\)](#) Comment
[09:12:28 AM \(00:12:08\)](#) Comment
[09:15:51 AM \(00:15:31\)](#) Response to comments

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. 09-23** re: In the Matter of Finding and Determination to Declare Certain Tax Title County Property as Surplus and Authorize Sale
 
2. **CALL FOR BIDS** re: Pavement Marking on Jefferson County Roads for Calendar Years 2023-2025; Bid opening to be held April 10, 2023 at 9:30 a.m.; Commissioners Chambers
 
3. **INTERLOCAL AGREEMENTS** re: Reimbursable Work Performed; Costs Dependent Upon Requests; Public Works; Washington State Department of Transportation
 
4. **INTERLOCAL AGREEMENT** re: Reimbursable Work Performed and/or Equipment Rental; Costs Depended Upon Requests; Public Works; Kitsap County
 
5. **AGREEMENT** re: Justice Audio Visual Upgrade, Reimbursement Agreement; Jefferson County District Court; Washington Administrative Office of the Courts
 
6. **AGREEMENT** re: Youth Cannabis and Commercial Tobacco Prevention Program; Subrecipient Agreement; In the Amount of \$1,831.50; Public Health; Sequim High School Mural
 
7. **AGREEMENT** re: Harm Reduction/Naloxone Videos; In the Amount of \$11,865; Public Health; Whaleheart Productions
 
8. **AGREEMENT** re: Services for South Jefferson County – Mobile Clinic for Substance Use Disorder Services; In the Amount of \$43,472 in 2023 and \$43,472 in 2024; Public Health; Gateway to Freedom
 
9. **AGREEMENT** re: Oak Bay Camp Host Caretaker; In the Amount of \$6,289; April 1, 2023 through October 31, 2023; Public Works; Jackie Herwaldt
 
10. **LETTER of SUPPORT** re: Dabob Area Inter-Trust Exchange 86-100443 Proposal
 
11. **TEMPORARY APPOINTMENTS (2)** re: Planning Commission District; Department of Community Development; Kevin Coker; District 1, and LD Richert, District 2
 

12. **MINUTES** re: Regular Meeting of March 6, 2023, Special Meeting of March 6, 2023 (WSAC) and Special Meeting of March 9, 2023 (BOCC Executive Session)  
13. **Payment of Jefferson County Payroll Warrants** Dated 03/03/2023 Totaling \$158,778.24 (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.)  

District Court Administrator Brian Gleason commented during the Public Comment Period re: Consent Agenda Item No. 5. He answered questions posed by the Board at that time.

[09:34:23 AM \(00:34:03\)](#) KD moved to approve. HE second, unanimous.

REGULAR AGENDA:

No set time [**PROCLAMATION**](#) re: Proclaiming the Week of Monday, March 13, 2023 as Sunshine Week  

[09:35:52 AM \(00:35:32\)](#) The Commissioners read aloud the proclamation. [**MOTION:**](#) KD moved, HE second, unanimous.

[09:38:12 AM \(00:37:52\)](#) Member of the public Tom Thiersch provided comments in support of an open and transparent government.

No set time [**COMMISSIONERS BRIEFING SESSION**](#) – The Commissioners reviewed their meeting conflicts.

9:45 a.m. [**BRIEFING**](#) re: Healthier Together Aquatic Center and Feasibility Study Update  

Kate Dean, Commissioner District 1
Erica Dunn, Opsis Architecture Senior Associate
Jim Kalvelage, Opsis Architecture Founding Partner

[09:48:28 AM \(00:48:09\)](#) Opsis Architecture Senior Associate Erica Dunn and Opsis Architecture founding partner Jim Kalvelage were present to give a presentation. They reviewed their project vision, goals, project calendar, guiding principles, site evaluation criteria and analysis with the Board.

[10:24:03 AM \(01:23:43\)](#) Call for public comments. One comment received.

[10:27:02 AM \(01:26:43\)](#) Response to comment

[10:29:56 AM \(01:29:36\)](#) Comment

[10:31:48 AM \(01:31:28\)](#) Comment

[10:34:04 AM \(01:33:44\)](#) Response to comments/closing remarks

10:30 a.m.

WORKSHOP re: Jefferson County Marine Resources Committee Annual Report



Monica Montgomery, WSU Extension Water Programs Coordinator

[10:35:04 AM \(01:34:44\)](#) MM, with the help of some MRC members, provided the presentation. Gordon King, Troy ?, Jeff Taylor, Sarah Fiskien, Bob Simmons, and Neil Harrington. Presentation reviewed 2022 accomplishments and plans for 2023 which include marine resources education, outreach, and nearshore restoration activities. MRC members answered questions posed by the Board.

[11:00:22 AM \(02:00:02\)](#) Commissioner Dean left the meeting, to return later.

[11:00:41 AM \(02:00:21\)](#) Closing remarks re: MRC

[11:05:54 AM \(02:05:34\)](#) Recess

[11:10:31 AM \(02:05:52\)](#) Reconvene

COMMISSIONERS BRIEFING SESSION – **Continued:** The Commissioners discussed recent meetings they attended, and miscellaneous items.

11:30 a.m.

DISCUSSION and **POTENTIAL ACTION** re: Trust Land Transfer



Heidi Eisenhour, Commissioner District No. 2
Tami Pokorny, Natural Resources Program Coordinator
Blaise Sullivan, Jefferson Land Trust Conservation Coordinator
Sarah Spaeth, Jefferson Land Trust Executive Director
Greg Brotherton, Chair, Commissioner District 3
Heidi Eisenhour, Commissioner District 2
Kate Dean, Commissioner District 1

[11:32:48 AM \(02:28:09\)](#) TP provided intro. SS was present and explained the Trust Land Transfer in further detail. BS and KD not present for discussion as previously noted on agenda. GB noted that even though KD was not present, she fully supports the idea.

[11:49:40 AM \(02:45:00\)](#) Commissioner Eisenhour moved to approve and sign both Purchase and Sale Agreements, for Quimper West and Quimper East, and respective sellers' disclosures. Chair Brotherton seconded the motion. The motion carried.

COMMISSIONERS BRIEFING SESSION – **Continued:** The County Administrator discussed recent meetings they attended, and miscellaneous items.

[12:02:38 PM \(02:57:59\)](#) Recess

RECESS

[01:31:22 PM \(02:58:18\)](#) Reconvene

AFTERNOON SESSION

1:30 p.m.

WORKSHOP re: Emergency Management 2023 Work Plan



Willie Bence, Emergency Management Director

WB provided information regarding past activities, current and future projects. He answered questions posed by the Board.

ADDITIONAL DISCUSSION ITEM: HB 1628 re: REET: Commissioner Dean presented a brief summary of HB 1628 and stated she was asked by the Washington State Association of Counties (WSAC) for Jefferson County support on this bill. She noted that she consulted with Treasurer Stacie Prada and Assessor Jeff Chapman who stated their organizations have stayed neutral on this bill. WSAC members were divided on this bill, so WSAC is taking a neutral position to allow counties to weigh in separately. If approved, the taxes imposed would help support affordable housing beginning January 1, 2024. [Treasurer Prada](#) joined discussion. After discussion the Board agreed that they are in general support of the bill moving forward. The Board stated they are in general support of the bill.

ADDITIONAL DISCUSSION ITEM: HB 1775 re: Limiting liability for salmon recovery projects performed by regional fisheries enhancement groups KD presented a brief summary of HB 1175 re: Salmon recovery projects – limited liability. The Board stated they are in general support of the bill.

2:30 – 3:00 p.m.

EXECUTIVE SESSION with County Administrator, Chief Civil Deputy Prosecuting Attorney, Department of Community Development (DCD) Director, Environmental Health & Water Quality Manager and Code Compliance Coordinator re: Potential Litigation; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(i) and **POTENTIAL PUBLIC COMMENT**

[02:29:47 PM \(03:56:44\)](#) Start of Executive Session 2:30 p.m. to 3:00 p.m.

[03:01:44 PM \(03:57:29\)](#) End of Executive Session. No action taken, and therefore no public comment.

3:00 p.m.

DISCUSSION and **POTENTIAL ACTION** re: Opioid Litigation – National Pharmacies Settlement with: 1) Allergan, 2) CVS, 3) Teva, 4) Walgreens, and 5) Walmart and **PUBLIC COMMENT**

Philip Hunsucker, Chief Civil Deputy Prosecuting Attorney
HE moved to authorize the Chair to sign all the necessary documents to effectuate the 5 settlements on behalf of Jefferson county, working with the Civil Deputy Prosecuting Attorney. KD second

[03:09:38 PM \(04:05:23\)](#) Call for public comments. No comments received. Vote on motion, unanimous.

ADDITIONAL DISCUSSION ITEMS

- **ADDITIONAL BUSINESS:** (2) Letters of Support re: Healthier Together Initiative; to be sent to Representative Derek Kilmer and Senator Patty Murray. After discussion, **MOTION:** KD moved to approved sending letters to submit to Senator Cantwell’s appropriation portal as well as Representative Kilmer’s appropriation portal. [Call for public comments:](#) one comment received. [VOTE](#) on motion, unanimous.

Agenda: March 13, 2023

- **New Foreign Trade Zone;** Letter of Support Request from Port of Port Angeles   The Commissioners, Treasurer Stacie Prada and County Administrator discussed the request. The Board agreed to table discussion until the March 20, 2023 BOCC meeting.

3:30 p.m.

DISCUSSION re: **BID AWARD** re: Official County Newspaper



Carolyn Gallaway, Clerk of the Board

[03:37:15 PM \(04:32:59\)](#) The Commissioners discussed the designation of the official county newspaper. After discussion, **MOTION:** KD moved to award the bid of the Official County newspaper to Port Townsend/Jefferson County Leader. HE seconded the motion.

[03:39:33 PM \(04:35:17\)](#) Call for public comments

[03:40:01 PM \(04:35:45\)](#) Comment

[03:45:14 PM \(04:40:58\)](#) Call for vote on the motion. Unanimous

No set time

WORKSHOP and **POTENTIAL ACTION** re: Tourism Coordinating Council Proposal for Managing the Gateway Visitor Center and **PUBLIC COMMENT**



Mark McCauley, County Administrator

[03:46:06 PM \(04:41:50\)](#) MM – in the fall, the County was notified that Bill Roney is retiring from service of managing the Gateway Visitor Center. The GVC has been managed for a number of years through an arrangement with the Jefferson County Historical Society using funds provided through grants from the Lodging Tax Advisory Committee (LTAC). The County issued an RFP, and TCC has sent in a proposal for managing the GVC.

The Commissioners discussed if the County needs to continue staffing a visitor center? Should it accept the TCC proposal or a variation thereof? The Board talked about maybe just doing the proposed phase 1.

[03:59:40 PM \(04:55:25\)](#) Chair Brotherton opened the floor for comments from TCC members

[04:03:32 PM \(04:59:17\)](#) Comment (Steve Shively – submitted RFP) He answered questions posed by the Board.

Call for public comments.

[04:16:53 PM \(05:12:37\)](#) Comment

[04:18:52 PM \(05:14:37\)](#) Comment

[04:21:40 PM \(05:17:25\)](#) Continued discussion

[04:23:13 PM \(05:18:57\)](#) Comment

[04:24:25 PM \(05:20:09\)](#) Continued discussion. The Board concurred to move forward with drafting a contract with TCC. County Administrator McCauley will bring forward a contract for Board approval at a later date.

NOTICE OF ADJOURNMENT 4:27 p.m.

COMMISSIONERS MEETING SCHEDULE

Agenda: March 13, 2023

The Week of March 13, 2023

A snapshot of the meetings the Commissioners will be attending this week are notated below. If you would like to get more information on these meetings, please contact the Commissioners' Office at 360-385-9100 or send us an email at: jeffbocc@co.jefferson.wa.us

Monday, March 13, 2023

09:00 a.m. to 4:30 p.m. BOCC Meeting - Hybrid (All 3)

Noon BOCC Special Meeting - WSAC Virtual Assembly (All 3)

Noon Transportation Infrastructure Roundtable with Sen. Cantwell Staff – Virtual (Kate)

Tuesday, March 14, 2023

11:00 a.m. Economic Development Council Finance Committee Meeting – Virtual (Kate)

2:30 p.m. Quilcene-Brinnon Empowered Teens Coalition Meeting – Virtual (Greg)

3:00 p.m. Climate Action Committee Meeting – Virtual (Kate)

6:00 p.m. Aquatic Center Public Meeting – Port Townsend (Kate)

Wednesday, March 15, 2023

8:00 a.m. Puget Sound Partnership Leadership Council Meeting – Tumwater (Kate)

10:30 a.m. Jefferson County Strategic Plan Project Team Meeting – Virtual (Heidi)

1:00 p.m. Hood Canal Coordinating Council Board Meeting – Hybrid (Kate)

2:15 p.m. Childcare / Family Support Center Project Meeting – Virtual (Kate)

6:00 p.m. Legislative Steering Committee Roundtable– Olympia (Kate)

Thursday, March 16, 2023

8:00 a.m. Legislative Steering Committee Meeting – Olympia (Kate)

6:00 p.m. Healthier Together Open House – Virtual (Kate)

Friday, March 17, 2023

9:00 a.m. Salish Behavioral Health Executive Board Meeting – Hybrid; Jamestown, Sequim (Greg)

11:30 a.m. Jefferson County Coordination Meeting – Virtual (Greg)

The County has various Boards and Committees that are subject to the Open Public Meetings Act (OPMA).

Agendas for those meetings will be posted to the Jefferson County website calendar

24 hours prior to the start of the meeting. The Agendas will contain information on how to provide public comment, meeting access, and meeting materials (if available).

For more information, go to: www.co.jefferson.wa.us – Services – Laserfiche Web Portal –

Board of Commissioners – Boards & Committees

or click on the Calendar tab on the home page of the website.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request
