



DRAFT

MINUTES

Regular Meeting – March 6, 2023, 9:00 a.m.

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

CALL TO ORDER: Chair Greg Brotherton, Commissioner Kate Dean and Commissioner Heidi Eisenhour participated in the meeting. Chair Brotherton called the meeting to order at the appointed time.

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

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Eisenhour moved to approve the items on the Consent Agenda as presented. Commissioner Dean seconded the motion which carried by a unanimous vote.

1. **CALL FOR BIDS** re: Port Hadlock Wastewater Facility Phase I – Site Preparation, Earthwork and Utilities; Public Works
2. **RESOLUTION re: PUBLIC NOTICE** re: Notice of 45-Day Comment Period for Title III Projects Under the Secure Rural Schools and Community Self Determination Act; Central Services
3. **AGREEMENT** re: 5-Way Agreement with the Economic Development Council (EDC) Team Jefferson, City of Port Townsend, Port of Port Townsend and Jefferson County Public Utility District (PUD) No. 1
4. **AGREEMENT** re: Youth Cannabis and Commercial Tobacco Prevention Program; Subrecipient Agreement; In the Amount of \$5,000; Port Townsend School District No. 50, Basketball Courts
5. **AGREEMENT** re: Youth Cannabis and Commercial Tobacco Prevention Program; Subrecipient Agreement; In the Amount of \$3,500; Port Townsend School District No. 50, Peer Mediation
6. **AGREEMENT** re: Community Navigator; In the Amount of \$39,900; Public Health; Olympic Peninsula YMCA – Jefferson County Branch
7. **AGREEMENT, Amendment No. 1** re: Public Works Solid Waste Division Employment Program for Individuals with Intellectual and Developmental Disabilities; One Year Extension; Public Works; Cascade Community Connections
8. **AGREEMENT, Amendment No. 1** re: Economic Development Services; In the Amount of \$74,250 in 2023 and \$100,000 in 2024; County Administrator; Economic Development Council (EDC) Team Jefferson
9. **ADVISORY BOARD APPOINTMENT** re: Jefferson County Noxious Weed Board; Four (4) Year Term to Expire March 6, 2027; District No. 3 Representative, Tami Pokorny

10. **ADVISORY BOARD REAPPOINTMENT** re: Clean Water District Advisory Council; Four (4) Year Term to Expire February 2, 2027; District No. 2 Representative, Kara Cardinal
11. **ADVISORY BOARD REAPPOINTMENT** re: Jefferson County Intellectual Developmental Disabilities Advisory Board; Three (3) Year Term to Expire March 20, 2026; Member, Kelly Matlock
12. **ADVISORY BOARD RESIGNATION** re: Jefferson County Parks and Recreation Advisory Board; District No. 3 Representative, Tim Rensema
13. **MINUTES** re: Regular Meeting of February 21 and 27, 2023, Special Meeting of February 23, 2023 (Executive Session), and Special Meeting of February 23, 2023 (WSDOT)
14. **Payment of Jefferson County Payroll Warrants** Dated March 3, 2023 Totaling \$2,114,257.50 (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.)
15. **Payment of Jefferson County Vouchers/Warrants** Dated March 3, 2023 Totaling \$1,355.33 (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.)

PROCLAMATION re: Proclaiming March as Red Cross Month: The Commissioners read the proclamation aloud. Commissioner Dean moved to approve the Proclamation proclaiming March as Red Cross Month. Commissioner Eisenhower seconded the motion which carried by a unanimous vote.

Red Cross local representative Andy Stockton was present and thanked the Commissioners for the proclamation. He provided information on the history of the Red Cross and how to get in contact with them.

PUBLIC COMMENT PERIOD - Continued: Chair Brotherton called for public comments, and one comment was received and responded to.

COMMISSIONERS' BRIEFING SESSION: Commissioner Dean and Commissioner Eisenhower discussed recent meetings they attended and miscellaneous items.

PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE: Public Health Officer Dr. Allison Berry provided information on the viruses circulating in Jefferson County. Emergency Management Director Willie Bence provided an Emergency Management update. He stated that March is Tsunami Preparedness Month, and he commented on the upcoming Hood Canal Bridge construction.

The meeting was recessed at 10:26 a.m. and reconvened at 10:31 a.m. with all three Commissioners present.

BID OPENING re: Publication of County Legal Notices: Clerk of the Board Carolyn Gallaway stated that every year the Commissioners must designate an Official County Newspaper by the first Regular Meeting in April. She noted that a Call for Bids was published on January 16, 2023 and two bids were received. She opened and read the two bids aloud:

BIDDER

Peninsula Daily News
The Leader

BID AMOUNT

Font Size 7.2, Total print circulation: 1,279, electronic subscriptions 2,631
Font Size 7.0, Total print circulation: 5,539, electronic subscriptions 210

Clerk Gallaway noted that there are other various components included in the bids and she will prepare a comparison analysis to be reviewed during the next meeting.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners and County Administrator continued discussing recent meetings they attended, miscellaneous items and started reviewing upcoming meetings.

BID OPENING re: Snow Creek Road MP 0.84 Culvert Replacement, County Project No. 18020310, County Road No. 352909, FEMA Hazard Mitigation Grant No. D21-031: Public Works Engineer Mark Thurston stated the Engineer's Estimate is \$1,445,600. He opened and read aloud the following 3 bids:

BIDDER

Scarsella
Nordland Construction NW
Bruch and Bruch Construction

BID AMOUNT

\$1,171,988.40
\$1,559,945.00
\$1,092,394.00

Staff will review bids for accuracy and report a bid award at a later date.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners continued reviewing upcoming meetings.

DISCUSSION re: LETTER of SUPPORT re: Dabob Area Inter-Trust Exchange 86-100443 Proposal: Chair Brotherton presented the proposed letter of support he received from Northwest Watershed Institute Executive Director Peter Bahls. Commissioner Eisenhower reviewed the map of Dabob Bay parcels. After review of the letter and discussion, the Board agreed to bring back the letter for approval next week.

LEGISLATIVE UPDATE: Commissioner Dean provided a legislative update to the Board. Commissioner Eisenhower reviewed bills she has been following as well.

The meeting was recessed at 11:46 a.m. and reconvened at 1:31 p.m. with all three Commissioners present.

WORKSHOP re: Opioid Settlement Funding: Chief Civil Deputy Prosecuting Attorney Philip Hunsucker, Public Health Director Apple Martine, Salish BH-ASO Regional Administrator Stephanie Lewis and Deputy Administrator/Clinical Director of Salish BH-ASO were present to discuss the Opioid Settlement. Administrator Lewis provided a presentation.

An opioid settlement has been reached in the amount of \$430,249,769.02 and 50% of funds will go to the state and 50% of funds will go to local governments. These funds will be distributed over the next 17 years and the first two Jefferson County payments of \$34,504.34 and \$36,262.38 have been received.

SBH-ASO can directly administer these funds on behalf of a County or release the funds directly to a county. Each county may choose how it wishes to expend these funds, in accordance with approved uses delineated in the settlement. The Commissioners discussed possible methods for utilizing the funds with the BH-ASO representatives present.

EXECUTIVE SESSION: An Executive Session was scheduled from 2:00 p.m. to 2:30 p.m. Chair Brotherton announced that the Executive Session will be held from 2:21 p.m. to 3:00 p.m. regarding Attorney-Client Privilege, Potential Litigation under exemption RCW 42.30.110(1)(i) as outlined in the Open Public Meetings Act. Staff present: County Administrator and Chief Civil Deputy Prosecuting Attorney. The Board concluded the Executive Session and resumed the regular meeting at 3:01 p.m. There was no proposed action, and therefore no public comment taken on this topic.

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

- Campers in personal vehicles in County Right-of-Way; citizen concerns
- Miscellaneous topics
- Calendar coordination

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 3:12 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member



DRAFT

MINUTES

Jefferson County Board of Commissioners
Special Meeting – March 6, 2023, 12:00 p.m.
Washington State Association of Counties Virtual Assembly
Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA
(Virtual Meeting)

CALL TO ORDER: Washington State Association of Counties (WSAC) staff called the Virtual Counties Update meeting to order. Jefferson County Commissioner Heidi Eisenhour and Commissioner Kate Dean and many other Commissioners and County Officials across Washington State were in attendance.

DISCUSSION with Other Washington State Counties and Washington State Association of Counties (WSAC) Staff: The participants of the meeting discussed various County issues.

NOTICE OF ADJOURNMENT: The meeting was adjourned at 12:40 p.m. by Washington State Association of Counties staff.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Heidi Eisenhour, Chair

ATTEST:

Greg Brotherton, Member

Carolyn Gallaway, CMC
Clerk of the Board

Kate Dean, Member



DRAFT

MINUTES

Special Meeting – March 9, 2023, 8:30 a.m.

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

CALL TO ORDER: Chair Greg Brotherton, Commissioner Kate Dean and Commissioner Heidi Eisenhour participated in the meeting. Chair Brotherton called the meeting to order at the appointed time.

EXECUTIVE SESSION: An Executive Session was scheduled from 8:30 a.m. to 9:00 a.m. Chair Brotherton announced that the Executive Session will be held from 8:32 a.m. to 9:00 a.m. regarding Attorney-Client Privilege, Potential Litigation under exemption RCW 42.30.110(1)(i) as outlined in the Open Public Meetings Act. Staff present: County Administrator and Chief Civil Deputy Prosecuting Attorney. The Board concluded the Executive Session and resumed the regular meeting at 9:01 a.m. There was no proposed action, and therefore no public comment taken on this topic.

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 9:01 a.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member