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MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – October 14, 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.

PUBLIC COMMENT PERIOD: Chair Dean called for public comments, and eighteen comments were received. The Commissioners addressed the comments. A majority of the comments were from tenants of the Olympic Village Mobile Home Court.

ADDITIONAL BUSINESS: PROCLAMATION re: Proclaiming October 14, 2024 as Indigenous Peoples Day: Chair Dean introduced Jamestown S'Klallam Tribal Vice Chair Loni Greninger. All three Commissioners read aloud the proclamation. Commissioner Brotherton moved to approve the proclamation and Commissioner Eisenhour seconded the motion. Chair Dean invited Vice Chair Greninger to speak, and she provided comments followed by a song of gratitude. Chair Dean opened the floor to allow for public comment, and no comments were received.

Commissioner Brotherton shared a song he played on his banjo. After further comments, Chair Dean called for a vote on the motion. The motion carried by a unanimous vote.

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

1. **HEARING NOTICE** re: Opposing Initiative No. 2117 Relating to the Repeal of the Climate Commitment Act and Prohibiting Carbon Tax Credit Trading, Scheduled for this November 5, 2024 General Election; Hearing to be held Monday, October 28, 2024 at 11:00 a.m. (Hybrid)
2. **HEARING NOTICE** re: Repealing and Replacing the Flood Damage Prevention Ordinance in Chapter 15.15 of the Jefferson County Code; Enacting a new chapter 15.15 of the Jefferson County Code and Adding State of Washington Model Flood Ordinance and Federal Emergency Management Agency Community Rating System Program Provisions; Repealing Ordinance No. 05-0513-19; and Amending Section 18.40.040 of the Jefferson County Code; Hearing to be held Monday, October 28, 2024 at 10:00 a.m. (Hybrid)
3. **RESOLUTION NO. 52-1014-24R** re: In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus and Authorize Disposal

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4. **RESOLUTION NO. 53-1014-24R** re: Repealing and Replacing Resolution No. 34-23 Longevity Pay, Personal Time Off (PTO) and the 2023 Salary Schedule and Adopting the 2024, 2025, and 2026 Salary Schedules for the FLSA and Union Exempt Management and Professional Employees
5. **MEMORANDUM OF UNDERSTANDING (MOU)** re: Referred-Becca Petitions Project – 1/10th of 1% Behavioral Health Sales Tax Fund; In the Amount of \$30,000 (\$15,000 in 2025 and \$15,000 in 2026); Public Health; Jefferson County Juvenile Court
6. **AGREEMENT** re: Interpreter Reimbursement; In the Amount of \$2,573; District Court; Administrative Office of the Courts (AOC)
7. **AGREEMENT** re: Programs for Youth/Families in Foster Care; In the Amount of \$26,713.09 (\$12,673.27 in 2025 and \$14,039.82 in 2026); Public Health; Olympic Angels
8. **AGREEMENT** re: HJ Carroll Park Caretaker Agreement; In the Amount of \$5,648; Public Works; Dustin Willis
9. **AGREEMENT, Amendment No. 1** re: Lords Lake Loop Road M.P. 1.6 – Right of Way and Construction Staking; Additional Amount of \$8,455 for a total of \$18,455; Public Works; Van Aller Surveying
10. **AGREEMENT, Amendment No. 1** re: Behavioral Health Advisory Committee/Opioid Settlement Funds Planning; Additional Amount of \$3,415 for a total of \$5,685; Public Health; Banks Consulting Group, LLC
11. **AGREEMENT, Amendment No. 1** re: Little Quilcene River Bridge Replacement; Additional Amount of \$6,954, for a Total Amount of \$529,258; Public Works; Sargent Engineers, Inc.
12. **AGREEMENT, Technical Amendment** re: 24-01 to Collective Bargaining Agreement; Human Resources; ROP/JCSOUSS
13. **ADVISORY BOARD APPOINTMENTS (2)** re: Conservation Futures Citizen Oversight Committee: 1) District No. 3 Representative – Laurie de Koch; and 2) Open Interest Position – Clint Cole
14. **APPROVAL OF MINUTES:** Regular Meeting Minutes of October 7, 2024
15. **APPROVAL OF PAYROLL WARRANTS:** Dated October 4, 2024 and Totaling \$2,412,819.22
16. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated October 7, 2024 and Totaling \$3,300,381.14
17. **SUPERIOR COURT JURY FEE VOUCHER:** Dated October 3, 2024 and Totaling \$4,246.69

DISCUSSION and POTENTIAL ACTION re: Draft Resolution re: In the Matter of Establishing Methods and Procedures to be Employed During Recessions and other Periods of Severe Financial Stress: County Administrator Mark McCauley and Finance Manager Judy Shepherd were present for discussion to review a resolution that outlines methods and procedures to be employed during periods of severe financial stress, due to potential shrinking revenue streams.

After discussion, Commissioner Brotherton moved to approve **RESOLUTION NO. 54-1014-24R** re: Establishing Methods and Procedures to be Employed During Recessions and Other Periods of Severe Financial Stress. Commissioner Eisenhower seconded the motion which carried by a unanimous vote.

The meeting was recessed at 10:21 a.m. and reconvened at 10:29 a.m. with all three Commissioners present.

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COMMISSIONERS' BRIEFING SESSION: The Commissioners discussed recent meetings they attended, miscellaneous topics, and a debrief of the recent Intergovernmental Collaborative Group (ICG) meeting.

EXECUTIVE SESSION: An Executive Session was scheduled from 11:00 a.m. to 11:15 a.m. Chair Dean announced that the Executive Session will be held from 11:01 a.m. to 11:20 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 resumed the regular meeting at 11:20 a.m. Chair Dean announced that the Board will be extending the Executive Session from 11:23 a.m. to 11:35 a.m. The Board resumed the regular meeting at 11:35 a.m. Chair Dean announced that the Board will be extending the Executive Session from 11:36 a.m. to 11:50 a.m. The Board concluded the Executive Session and resumed the regular meeting at 11:51 a.m. There was no proposed action, and therefore no public comment taken on this topic.

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

The meeting was recessed at 12:13 p.m. and reconvened at 1:31 p.m. with Chair Dean and Commissioner Brotherton present. Commissioner Eisenhour joined the meeting at 1:32 p.m.

BUDGET WORKSHOPS: The following departments shared their budgetary requests with the Commissioners: Department of Community Development and Sheriff's Office. County Administrator Mark McCauley and Finance Manager Judy Shepherd were present to facilitate discussion and answer questions posed by the Board.

ADDITIONAL BUSINESS: DISCUSSION re: Legal Opinion regarding Lodging Tax Advisory Committee (LTAC) funds being used for a Public Facilities District (PFD): Chief Civil Deputy Prosecuting Attorney (DPA) Philip Hunsucker was present to brief the Board on a legal opinion regarding LTAC funding being used to fund a PFD. While DPA Hunsucker was preparing his comments, Commissioner Brotherton stated that the City of Port Townsend plans to keep the Mountain View Pool open until a new aquatic facility can be built in mid-County. Chair Dean noted that the Board of County Commissioners (BOCC) needs to approve sharing a legal opinion, prior to the opinion being released to the public, which is why the need for this additional agenda discussion item.

DPA Hunsucker reviewed his legal opinion which included the rationale for allowing tourism funds to be used for a PFD. Commissioner Brotherton moved to share the opinion with the LTAC requester. Commissioner Eisenhour seconded the motion. Chair Dean opened the floor to allow for public comment, and one comment was received. She called for a vote on the motion. The motion carried by a unanimous vote.

BUDGET WORKSHOPS - Continued: The following department shared their budgetary requests with the Commissioners: WSU Extension. County Administrator Mark McCauley and Finance Manager Judy Shepherd were present to facilitate discussion and answer questions posed by the Board.

The meeting was recessed at 3:15 p.m. and reconvened at 3:20 p.m. with all three Commissioners present.

BUDGET WORKSHOPS - Continued: The following departments shared their budgetary requests with the Commissioners: Public Health, Human Resources, and Superior Court. County Administrator Mark McCauley and Finance Manager Judy Shepherd were present to facilitate discussion and answer questions posed by the Board.

NOTICE OF ADJOURNMENT: Chair Dean adjourned the meeting at 4:11 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