



DRAFT

MINUTES

Regular Meeting – February 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 five comments were received. Most of the comments pertained to Consent Agenda Items No. 1 and 4. 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. **HEARING NOTICE** re: Consideration of an Uncodified Ordinance Adopting Courthouse Security Standards and Requirements; Hearing Scheduled for Tuesday, February 21, 2023 at 10:30 a.m. Hybrid Meeting: Virtually and in-person in the Commissioners' Chambers at the Jefferson County Courthouse located at 1820 Jefferson St., Port Townsend, WA 98368
2. **AGREEMENT** re: Gibbs Lake County Park Caretakers; In the Amount of \$18,887; Jefferson County Public Works; Cher Albright
3. **AGREEMENT** re: Grant License for Temporary Use of County Rice Lake Pit Property; In the Amount of \$5,500; Jefferson County Public Works; SB Structures LLC
4. **AGREEMENT** re: Justice AV Solutions (JAVS) Safeguard Maintenance Agreement; In the Amount of \$8,167; Justice AV Solutions
5. **AGREEMENT** re: 3-Way Professional Services by the Clallam Economic Development Council and Jefferson County, on Behalf of the North Olympic Legislative Alliance (NOLA); In the Amount not to exceed \$13,183; Gordon Thomas Honeywell Government Relations
6. **AGREEMENT** re: Transitional Housing Support; In the Amount of \$49,299.84; January 1, 2023 – December 31, 2024; Jefferson County Public Health; OlyCAP
7. **AGREEMENT** re: Graphic Facilitated Support at Community Meetings; In the Amount of \$6,051.95; Public Health; Advanced Approach, LLC-DBA/Colibri Facilitation
8. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Woodley Place; In the Amount of \$100,000; Jefferson County Administrator; Bayside Housing Services
9. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Tiny Homes; In the Amount of \$144,500; Jefferson County Administrator; Bayside Housing Services
10. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Emergency Shelter; In the Amount of \$97,000; Jefferson County Administrator; Dove House

11. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Subsidized and Transitional Housing; In the Amount of \$95,000; Jefferson County Administrator; Dove House
12. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Haines Street Cottages; In the Amount of \$40,000; Jefferson County Administrator; OlyCAP
13. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Caswell-Brown Village; In the Amount of \$100,000; Jefferson County Administrator; OlyCAP
14. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Emergency Shelter; In the Amount of \$180,000; Jefferson County Administrator; OlyCAP
15. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Pfeffer House and The Nest; In the Amount of \$34,000; Jefferson County Administrator; OWL 360
16. **AGREEMENT, Amendment No. 5** re: Civil Service Engineering Services for the Quilcene Complete Streets Project, to Extend the Completion date through December 31, 2023; Jefferson County Public Works; SJC Alliance
17. **MINUTES** re: Regular Meeting Minutes of January 17 and 23, 2023; and Special Meeting Minutes of January 25, 2023 (Joint with Planning Commission)
18. **Payment of Jefferson County Payroll Warrants** Dated January 5, 2023 Totaling \$2,244,824.92 and A/P Warrants Done by Payroll Dated January 20, 2023 Totaling \$76,450.63 (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.)
19. **Payment of Jefferson County Vouchers/Warrants** Dated January 23, 2023 Totaling \$1,551,928.60 (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 Human Rights: Auditor Brenda Huntingford commented on the proposed proclamation and stated she supports it. The following Elected Officials were present and took turns reading the proclamation aloud with Commissioners: Sheriff Joe Nole, Auditor Brenda Huntingford, and Treasurer Stacie Prada. Commissioner Dean moved to approve the proclamation as read. Commissioner Eisenhower seconded the motion which carried by a unanimous vote.

COMMISSIONERS' BRIEFING SESSION: The Commissioners discussed recent meetings they attended and miscellaneous topics.

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 was not present to provide the Emergency Management update.

WORKSHOP re: Olympic Peninsula Trails Coalition Update and Letter of Support re: US Department of Transportation RAISE Grants Program Application for the FY 2023 National Infrastructure Investments Program Regional Project Assistance Program (DOT-DOT X-20): Olympic Trails Coalition (OTC) President Jeff Bohman and OTC Project Manager Steve Durrant were present to give a presentation on the Puget Sound to Pacific (PS2P) Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant they would like to apply for. They stated their mission is to apply for the Federal Grant to perform planning and design for multimodal transportation from Puget Sound to the Pacific; Bainbridge Island to La Push, connecting the communities in Kitsap, Jefferson and Clallam counties to the state trail network, and completing the

Great American Rail-Trail from the Atlantic Ocean to the Pacific Ocean. They reviewed the current projects on their task list.

RAISE is a USDOT program for funding large public transportation infrastructure projects including: Preliminary design

- Multimodal transportation
- Transit
- Port improvements
- Climate resilience

\$1.15 Billion is available for rural project this round and they are awarding grants up to \$45 Million, to be spent before September 2032 and no match is required. PS2P is preparing an application for a planning grant, which is due February 28, 2023. Commissioner Eisenhower will work with Public Works staff on creating a letter of support to bring forward to the Board for approval at a later date.

COMMISSIONERS' BRIEFING SESSION - Continued: The Commissioners each stated they may attend the noon WSAC/BOCC Special meeting, but that meeting was cancelled due to lack of quorum. They and the County Administrator continued discussing recent meetings they attended, miscellaneous topics, and legislative items.

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

WORKSHOP re: Jefferson County Forestry Management; Chickadee Forestry:

Chickadee Forestry Principal/Forester Mallore Weinheimer was present to give a presentation on Jefferson County Forestry Management. She reviewed their Mission, which is a focus on ecological, social, and economic values to create a land management strategy that enhances those categories, which will be achieved through the following guiding policies:

- Restore and maintain forest health throughout the region
- Protect and enhance soil, water quality, and fish and wildlife habitat
- Forests are biologically, socially and economically self-sustaining
- Protect and enhance the recreational and aesthetic value of forest lands
- Provide natural resources through sustainable forest management to the local community

Ms. Weinheimer also reviewed projects, scope of work, stewardship program, partnerships, carbon project candidate parcels, and 2023 updated recommendations. Board discussion followed.

WORKSHOP re: Jefferson Noxious Weed Control: County Administrator Mark McCauley introduced new Noxious Weed Control Coordinator Sophie DeGroot who gave a presentation on the 2023 noxious weed removal projects, crews, public outreach and efforts to fill vacancies on the Noxious Weed Control Board.

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

- Legislative Update
- Calendar Coordination
- Communications Specialist
- ARPA Proposals – review on Feb 21, 2023; ranking form review on February 13, 2023

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 4:12 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