



District No. 1 Commissioner: Phil Johnson
District No. 2 Commissioner: David W. Sullivan
District No. 3 Commissioner: John Austin

County Administrator: Philip Morley
Clerk of the Board: Lorna Delaney

DRAFT

MINUTES
Week of July 25, 2011

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Chairman John Austin called the meeting to order at the appointed time in the presence of Commissioner David Sullivan. Commissioner Phil Johnson was not present.

PUBLIC COMMENT PERIOD: The following comments were made by citizens in attendance at the meeting and reflect their personal opinions:

- The first item on the Consent Agenda is a Risk Management Policy that includes a HIPAA release form that is highly offensive and the policy needs to be refined.
- There is a "Chill out and Read In" program for children in Quilcene that is doing well; on Friday the Habitat store will open for Quilcene and Brinnon residents and the person renovating the building is waiting for building permits.
- The Pit-to Pier project is having severe difficulty getting time sheets from consultants.
- A study has shown that the Chimacum basin does not have a water shortage and the County should change the rule that doesn't allow water facets outside of houses that are located in that area.

APPROVAL AND ADOPTION OF CONSENT AGENDA: Commissioner Sullivan moved to approve the Consent Agenda except Item #1. Chairman Austin seconded the motion which carried.

1. **DELETED: RESOLUTION:** Updating Exhibit A and Forms of the Jefferson County Risk Management Policy (Repeals & Replaces Resolution No. 85-95)
2. **AGREEMENT, Interlocal:** 2011-2012 School Nurse Corps Program; In the Amount of \$31,012; Jefferson County Public Health; Olympic Educational Service District #114
3. **AGREEMENT, Interlocal:** Reimbursable Work for Labor, Equipment or Materials As Needed; Actual Direct and Related Indirect Costs for Each Project; Jefferson County Public Works; Hoh Tribe
4. **AGREEMENT:** Authorizing and Setting Terms of a Donation for the Replacement Basketball Court at the Courthouse Park; Jefferson County Public Works; Port Townsend Basketball Club
5. **AGREEMENT:** Maintenance of Memorial Athletic Field; In the Amount of \$16,425; Jefferson County Public Works; Discovery Bay Landscaping
6. **AGREEMENT NO. CR1626:** Donkey Creek Culvert Replacement, Clearwater Road M.P. 1.29; In the Amount Up to \$62,000; Jefferson County Public Works; Pacific Coast Salmon Coalition
7. **AGREEMENT, Interlocal:** Reimbursable Work for Labor, Equipment or Materials As Needed; Actual Direct and Related Indirect Costs for Each Project; Jefferson County Public Works; City of Bremerton



8. **AGREEMENT NO. ER-0701(051), Supplement No. 2:** Consulting Services for Dismal Creek Culvert Replacement, Upper Hoh Road, M.P. 9.19, County Project No. XO1736; Additional Amount of \$15,619; Jefferson County Public Works; Tetra Tech, Inc.
9. **Payment of Jefferson County Vouchers/Warrants** Dated July 11, 2011 Totaling \$530,073.48 and Dated July 18, 2011 Totaling \$802,743.69
10. **Payment of Jefferson County Payroll Warrants** Dated July 20, 2011 Totaling \$90,947.12

COMMISSIONERS BRIEFING SESSION: The Commissioners each provided updates on the following items:

Chairman Austin stated there is a Festival by the Bay in Port Ludlow this weekend and encourages everyone to attend. He reported he attended a meeting of the Higher Education Committee last week. Commissioner Sullivan noted that there is a date set in August to interview the four top candidates for the WSU Extension Director position.

Discussion and Possible Approval of the 2012 Budget Goals and Objectives: County Administrator Philip Morley explained that the 2012 budget goals and objectives will guide the work of County departments in preparing a balanced budget. Each year the Commissioners update and adopt a resolution establishing budget goals and objectives that reflect current needs.

Commissioner Sullivan stated the City of Port Townsend has notified Sheriff Hernandez that they will not be renewing their contract for animal services which has an affect on the 2012 budget. He then asked the County Administrator if the City of Port Townsend is going to be renewing their contract with the County regarding liquor sales tax? County Administrator Morley advised that he is waiting to hear from the City of Port Townsend on their decision. Commissioner Sullivan moved to approve **RESOLUTION NO. 32-11** establishing budget goals and objectives for 2012 County Budget. Chairman Austin seconded the motion. The motion carried.

HEARING: 2nd Quarter 2011 Budget Appropriations/Extensions: Anne Sears, Budget Consultant, reviewed the requests received. Fund appropriations are for the Economic Development Fund, Jeffcom Capital Projects, Jefferson County Affordable Housing Fund, Parks and Recreation, Parks Improvement Fund, Central Services Construction and Renovation, and Risk Management Reserve. Non-Departmental has an appropriation to pay Washington State Department of Natural Resources for re-drawing and re-advertising the Silent Lake timber sale.

The Chair opened the public hearing.

Tom Thiersch stated that there are massive increases of fees from the Department of Community Development. He urged the Board to reset the fees to the actual costs. He stated that the Jeffcom Capital Projects appropriation was a real "bait and switch" for the RMS software system. The software



company sold us a system that doesn't work with other programs that are already in place. Someone did not do their homework when investigating and buying this technology system.

Hearing no further comments for or against the proposed budget appropriations/extensions, the Chairman closed the public hearing. Philip Morley explained that the Jeffcom Administration Board voted 4-1 to purchase this equipment as an upgrade. Chairman Austin added that the Jeffcom Administration Board classified this purchase as an upgrade and he would of preferred to hold off on the purchase but he was out voted. Commissioner Sullivan stated that since that vote the County has had a chance to look at the budget and determined how to pay for it. Commissioner Sullivan moved to approve **RESOLUTION NO. 33-11** approving the second quarter budget appropriations/extensions for various county departments. Chairman Austin seconded the motion which carried.

HEARING: Hoh Tribe Water System Franchise: Terry Duff, Engineer Tech III, reviewed the process of the hearing and gave the Board the option to extend the public comment period and sign the franchise at a later date.

The Chair opened the public hearing. No public testimony was heard for or against this franchise. Commissioner Sullivan moved to leave the hearing open for written comments until July 26, 2011 at 4:30 p.m. Chairman Austin seconded the motion. The motion carried.

BID OPENING: Jefferson County Courthouse Roof Stabilization Project No. 301 594 1839: Gordon Ramstrom, Architectural Projects Planner, opened and read the bid received.

<u>BIDDER</u>	<u>BID</u>
Nordland Construction	\$293,108.00

Public Works staff will review the bids and make a recommendation for bid award that is to the best advantage of the County.

The meeting was recessed at 10:51 a.m. and reconvened at Noon with Chairman Austin and Commissioner Sullivan were both present at the Quarterly Elected Official/Department Head brown bag lunch meeting.

COUNTY ADMINISTRATOR BRIEFING SESSION: County Administrator Philip Morley reviewed the following with the Board.

- Calendar Coordination
- Budget Update
- Miscellaneous Items
- Future Agenda Items



NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn at 2:53 p.m. until the next regularly scheduled meeting or properly noticed special meeting. Chairman Austin seconded the motion. The motion carried.

MEETING ADJOURNED

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chair

ATTEST:

(Excused Absence)
Phil Johnson, Member

Raina Randall
Deputy Clerk of the Board

David Sullivan, Member