



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: Erin Lundgren

MINUTES
Week of December 17, 2012

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Chairman John Austin called the meeting to order at the appointed time in the presence of Commissioner David Sullivan and Commissioner Phil Johnson.

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

- Two citizens commented on the budget cuts and reduction of staff hours in the Department of Community Development and complimented Planning Associate David W. Johnson for his great work;
- A citizen commented on the calculation assessment of property values for rock quarries;
- A citizen stated not all farms are making money and that the budget priorities should be about how children of the community can benefit from programs available in order to avoid tragedies like the one that happened last week in Connecticut rather than spending so much money on planning;
- A citizen stated there is a limited impact a small community can have on a global level but the world can affect our small community and we must be aware of global issues;
- A citizen commented on the inability for a person or family to survive off of a salary of \$10 or \$12 per hour and stated we have created a dysfunctional community that is not competitive with stores outside the County;
- A citizen explained a no spray herbicide test plot was successful against the growth of Chervil and Chervil is growing rampant where the Weed Board has sprayed herbicide;
- A citizen requested the Board be cautious with the public's money and to be aware of all the options for services currently contracted out in order to reduce overhead expenses and consolidate resources;
- A citizen expressed appreciation for Pat Pearson's work at WSU Extension; and
- A citizen asked why the County Administrator talks with the Board individually behind closed doors and why the public cannot be informed about the Prosecuting Attorney's budget? A response from the County Administrator regarding a Public Records Request response from DCD still has not been received.

APPROVAL AND ADOPTION OF CONSENT AGENDA: Chairman Austin asked that Item No. 1 be removed for discussion by the Board. Commissioner Sullivan moved to approve the remaining items on the Consent Agenda as presented. Commissioner Johnson seconded the motion which carried by a unanimous vote.

1. **DELETED:** RESOLUTION NO. ____: Adopting a Countywide Grant Policy
2. **CALL FOR BIDS:** Supply of Liquid Asphalt Products for Bituminous Surface Treatment for Calendar Year 2013; Bids will be Accepted Until 9:30 a.m. on Monday, January 7, 2013 and



Opened and Read Publicly at 10:00 a.m. in the Commissioner's Chambers, Jefferson County Courthouse

3. **AGREEMENT, Supplement No. 1:** Donkey Creek Culvert Replacement, Clearwater Road M.P. 1.29, County Project No. CR1626, County Road No. 107508; Extension of Completion Date until December 31, 2013 (No Change in Dollar Amount); Jefferson County Public Works Department; Pacific Coast Salmon Coalition
4. **AGREEMENT, Amendment 'A':** 2012 Public Works Trust Fund Construction Loan for the Port Hadlock Wastewater Facility Project; Correction of Loan Term End Date to June 1, 2046 (No Change in Dollar Amount); Jefferson County Public Works; Washington State Department of Commerce, Public Works Board
5. **AGREEMENT, Amendment No. 3:** Hearing Examiner Services; Extend Term through December 31, 2013; Total Amount Not to Exceed \$35,000; Jefferson County Community Development; McCarthy, Causseaux & Hurdelbrink, Inc., P.S., Stephen K. Causseaux, Jr.
6. **AGREEMENT:** 2013 Mental Health Treatment Services; In the Amount of \$80,204; Jefferson County Public Health; Jefferson Mental Health Services
7. **AGREEMENT:** Tracking Trash for the North Pacific Coast Marine Resource Committee; In the Amount of \$6,723; Jefferson County Public Health; Western Washington University
8. **AGREEMENT NO. 1163-27310, Amendment No. 3:** Transfer Remaining 2012 SAPT Prevention and/or SAPT Community Prevention Training Funds to 2013; In the Amount of \$78,430; Jefferson County Public Health; Washington State Department of Social and Health Services (DSHS) Division of Behavioral Health and Recovery
9. **AGREEMENT:** Enroll Approximately 11.66 Acres into the Open Space Timber Program and Approximately 1.65 Acres into the Open Space Tax Program as Open Space Land, Located off of Sierra Trails Road in Quilcene; MLA12-00008/CUA12-00001; Brian Roggenbuck, Applicant
10. **Approval of Jefferson County Public Official Position Schedule Bond #68681811** Issued by Western Surety Company for the Treasurer, Clerk, Sheriff, Auditor, Prosecuting Attorney, Engineer, Commissioners #1, #2 and #3, Judge and Assessor
11. **Payment of Jefferson County Vouchers/Warrants:** Dated December 10, 2012 Totaling \$432,619.88 and Dated December 11, 2012 Totaling \$2,371.14
12. **Payment of Jefferson County Payroll Warrants:** Dated December 5, 2012 Totaling \$637,104.92 and Dated December 6, 2012 Totaling \$104,377.62

Approval of Minutes: Commissioner Sullivan moved to approve the meeting minutes of November 26, 2012 as presented. Commissioner Johnson seconded the motion which carried by a unanimous vote.

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

Chairman Austin attended an event at Worthington Park last week and will be attending a discussion on Adverse Childhood Studies at Jefferson Healthcare next week.

Commissioner Sullivan attended a signing of a contract with Bonneville Power Administration and Port Townsend Paper Mill and announced Eveleen Muehlenthaler's retirement from Port Townsend Paper Mill.

Commissioner Johnson attended an event at Worthington Park and a Olympic Air Pollution Control Authority meeting last week.



Adopting a Countywide Grant Policy (Consent Agenda Item No. 1): Chairman Austin asked if the Grants Coordinator is a specific position in the County and how is it defined? County Auditor Donna Eldridge stated in an Exit Conference with the State Auditor there was a finding regarding a grant and part of the correction action is to create a policy and procedure regarding grant management. Most employees that are involved in grant management do so by a "other duties as assigned" clause in their job description. County Administrator Philip Morley stated there is not a specific Grants Coordinator position, but the responsibility may vary from department to department and possibly vary by grant. A grants coordinator definition will be added to the policy and the policy will be returned to the Board for approval at a future date.

HEARING: 4th Quarter 2012 Budget Appropriations/Extensions: County

Administrator Morley explained the following budget appropriations:

- Superior Court Fund # 001-240-010 has an expense of \$53,300 due to costs for a Court Commissioner, Conflict Attorney Cases, Guardian Ad Litem services, Expert Services and Physiological Evaluations;
- Animal Services Fund # 129-000-010 has an expense of \$5,000 due to an additional payment of insurance, fuel for vehicles and repair and maintenance of a vehicle;
- Parks & Recreation Fund # 175-000-010 has an expense of \$7,163 due to salary and wages, small tools and minor equipment, professional services, administrative and bookkeeping and resource conservation;
- Equipment Rental and Revolving Fund # 501-000-010 has an expense of \$80,000 due to machinery and equipment that was due for delivery in 2013 but was delivered early; and
- Risk Management Reserve Fund # 502-000-010 has an expense of \$25,000 due to the number of pending claims.

Chairman Austin opened the hearing for public testimony.

Tom Thiersch: He is glad to see there is not an emergency requiring these extensions. He is surprised that there are two Animal Control trucks because he thought there was only one animal control officer. The \$80,000 that is being moved from next year to this year because of early delivery of equipment will be reflected in next years budget. There are inter-fund transfer fund payments, it shows there is an expenditure that is additional to a given fund but where is it coming from?

Mike Belenksi: I would like to second what Mr. Thiersch stated this morning during public comment. Putting out contracts not for competitive bid, and whoever we want to have the contract, we go ahead and pay it no matter what the price is. The visitors fence cost \$4,000 when it could've been done for \$800. It is a waste of the public's money. Here we are sitting here, departments asking for more money, when we could've skipped this whole step by taking better care of money we had previously that wasn't taken care of. How many thousands of dollars of equipment is missing from the Sheriff's department? Does any one know? Has anyone bothered looking into that? No? Just throw that stuff away and no one cares about it? Let people steal stuff and its gone! \$12,000 for worms. \$368,000 so someone can tell us how to turn the lights off. Ridiculous. You don't take care of the public's money, you throw it away like it is toilet paper. If you really cared about the public's money, you would be talking about how to

put things up for bid and how to take care of the stuff you already got. Reminds me of when Sartin was the Information Services guy. I was going to bid on surplus equipment, included in that was a in-focus projector, brand new, \$2,200. I inspected the stuff, the in-focus projector was not there. You are supposed to report missing or likely stolen items to the State Auditor, and Mr. Sartin told me I needed to do what I needed to do. He needed to do what he needed to do and he didn't want to do it. So where is the in-focus projector at? Everyday he is here, he watches people walk past the chain with no Jefferson County identification on them and it says authorized personnel only. How do we keep people from walking through here and stuffing things under their arm and walking out the door? How do we do that, Commissioner Austin, how do we do that? You don't care do you? You only have two years left, just collect the money, walk out the door and laugh.

Deforest Walker: I came here today regarding a land use item on the agenda that is scheduled for later, but as I have sat here through the course of events of the meeting, and we are talking about the budget, I know there's not a lot of money to play with. I would like to know if there is any money to get a bailiff in this room so I don't have to get up out of my warm retirement bed to come here and listen to my elected officials be name called and insulted as I have heard this morning. On behalf of the citizenry, I apologize to you for being name called as I have heard today. It is not something I expected to hear, being down here in this forum. I really believe that we should have some rules. If citizens want to come down here and speak their mind then that is all well and good, but I do not believe our citizens should be name called and that is not why I came down here to listen to this morning. I am very sorry that the elected officials had to be name called and maybe there could be a rule as to the nature of public testimony.

Donna Eldridge, County Auditor: I heard a question from Mr. Thiersch regarding inter-fund payments. Inter-fund payments are tracked, there is a revenue and expenditure and it has to reconcile during the State Audit. What we have added to this appropriation process is that all appropriations go through my office so the accountant has an opportunity to review them. The inter-fund payment that she sees is from Risk Management, which has a reserve balance. Cash balance is like savings and Risk Management has some savings and this is coming from the fund balance. Once a year the accountant prepares a request for reimbursement to the Risk Management Fund. When Risk Management pays a claim, the appropriate department is billed for the claim. That is why there is an additional revenue source of \$25,000 and expenditure of \$25,000. I could talk until I was blue in face with regard to fixed assets. We have a fixed asset process and right now the departments are asking and certifying that their fixed assets are there. It will then come before the Commissioners to be certified. The State Auditor has tried to answer a whistleblower report for years and the whistleblower has yet to be satisfied with what the State Auditor has to say. We are on top of it. You are on top of it. I could tell you about the projector that went to a non-profit. The whistleblower knows it went to a non-profit but the whistleblower chooses to ignore what staff say what happened to it after the process. Superior Court may need help this year, but last year they gave back over 4% of their budget so they are not in control of when trials happen.

Sidney Collens: I will be paying more attention as a citizen to what goes on budget-wise. I am not an auditor but I can read budgets. I am concerned and do not know about big contracts. I am also concerned about processes with consent agenda items. I am uncomfortable with you guys being offended and called names, however, there is a slippery slope. A person here must be allowed to be critical and criticize our elected officials. I am not comfortable with statements that are made, but I am



more uncomfortable with violating the First Amendment which enable citizens to be critical. It comes with the territory right?

Hearing no further testimony, the hearing was closed.

Commissioner Johnson asked why there are two animal control trucks? County Administrator Morley stated that until December, there were two animal control officers and the expense was from earlier in the year. He believes it is possible that the truck is now being held in reserve or may have been surplused. He will follow up on that issue.

Commissioner Johnson moved to approve **RESOLUTION NO. 73-12** re: 4th Quarter 2012 budget appropriations / extensions for various County departments. Commissioner Sullivan seconded the motion which carried by a unanimous vote.

The meeting was recessed at 10:30 a.m. and reconvened at 10:38 a.m with all three Commissioners present.

Unified Development Code, JCC 18.20.350 & 18.10.080 to Waive the Minimum Acreage Requirement for Small-Scale Recreation & Tourist Uses When a Historic Feature is Present; and to Revise the Definition for 'Historic Site, Structure or Landmark': Associate Planner Michelle McConnell reviewed an application from Eric and Pattie Van Beuzekom submitted on behalf of Paradise Theater School to change the allowed use table for indoor recreation and entertainment facilities. Department of Community Development (DCD) staff recommended an alternative proposal that would not allow an entertainment facility on every rural 1 to 5 parcel. The applicant agreed and changed their proposal to waive the minimum requirement for small-scale recreation and tourist use when a historic feature is present and to revise the definition for "Historic Site Structure or Landmark". The Planning Commission reviewed the proposal and held a public hearing in November, which was well attended. The majority of hearing comments were in favor of the proposed change. The Board reviewed the proposed text change for JCC 18.10.080 H. Definitions, Historic Site, Structure or Landmark and the text change to JCC 18.20.350 Small Scale Recreation and Tourist Uses.

Commissioner Sullivan moved to accept the Planning Commission's recommendation and approve **ORDINANCE NO. 13-1217-12** re: Amending the Unified Development Code, JCC 18.20.350 and JCC 18.10.080 to waive the minimum acreage requirement for small-scale recreation & tourist uses when a historic feature is present and to revise the definition for 'Historic Site, Structure or Landmark', MLA 11-00250. Commissioner Johnson seconded the motion which carried by a unanimous vote.

The meeting was recessed at 10:53 a.m. and reconvened at 11:01 a.m with all three Commissioners present.

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EXECUTIVE SESSION: An Executive Session was scheduled from 10:00 a.m. to 11:30 a.m. with the County Administrator, Deputy Prosecutor, Public Works Engineer, Public Works Director and Rights of Way Representative to consider the selection of a site or the acquisition of Real Estate by lease or purchase under exemption RCW 42.30.110(1)(b) as outlined in the Open Public Meetings Act. The actual period of time the Board met in Executive Session on this topic was from 11:07 a.m. to 11:37 a.m. At the conclusion of the Executive Session the Board resumed the regular meeting. Commissioner Sullivan moved to request Public Works to create a resolution to make an offer for the purchase of property for the Port Hadlock Sewer, Phase 1, not to exceed the sum of \$651,812. Commissioner Johnson seconded the motion which carried with a unanimous vote. The resolution will be brought before the Board for approval at a future date.

Use and Budget Administration of the Jefferson County Drug Fund, Fund 135:

County Administrator Morley presented a resolution that will replace existing resolutions (Resolution No.'s 88-97, 55-86, 27-80 and 65-74) that state the Board will annually provide and allocate a Prosecutor's reserve from Fund # 135 that would be available for eligible expenditures for the Drug Fund at the sole direction of the Prosecuting Attorney. The Prosecuting Attorney will keep the necessary records for potential auditing with the State Auditor. The proposed resolution also establishes that the remainder of the Drug Fund is expendable by budget appropriations by the Board. He noted that any unexpended funds from the Prosecutor's reserve would automatically roll over to the next years budget.

Commissioner Johnson moved to approve **RESOLUTION NO. 74-12** re: use and budget administration of the Jefferson County Drug Fund, Fund 135. Commissioner Sullivan seconded the motion which carried by a unanimous vote.

Adoption of 2013 Jefferson County Budget: County Administrator Morley stated the budget hearing was held on December 3, 2012. Since the hearing, there have been minor corrections that total \$42,000 of revenue and \$35,000 of expenditures in the General Fund, and \$119,590 of revenue and \$109,716 of expenditures in other funds. The budget will be posted to the County website.

Commissioner Johnson moved to approve **RESOLUTION NO. 75-12** re: adopting the 2013 budget for the General Fund and Other Funds, and the 2013 Jefferson County Road Construction Program and 2013 County Capital Improvement Program. Commissioner Sullivan seconded the motion which carried by a unanimous vote.

Commissioner Sullivan moved to approve **RESOLUTION NO. 76-12** re: establishing new salaries for the Elected Officials of Jefferson County. Commissioner Johnson seconded the motion which carried by a unanimous vote.

Commissioner Johnson moved to approve **RESOLUTION NO. 77-12** re: establishing the Prosecuting Attorney's salary for 2013. Commissioner Sullivan seconded the motion which carried by a unanimous vote.



Commissioner Sullivan moved to approve **RESOLUTION NO. 78-12** re: adopting a salary schedule for the FLSA and Union Exempt Management and Professional Employees for 2013. Commissioner Johnson seconded the motion which carried by a unanimous vote.

The meeting was recessed at 12:00 p.m. and reconvened at 1:29 p.m with all three Commissioners present.

Department of Community Development (DCD) Budget Update: The Board and Director Carl Smith and Office Coordinator Jodi Adams discussed “No Net Loss” grant revenue, possibly charging for staff time in regard to research and customer assistance, old building permit amnesty permits and indexing DCD’s permit fees by cost inflation.

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

- Calendar Coordination:
 - The Board and County Administrator Morley will be attending Pat Pearson’s retirement party on December 28, 2012
 - Commissioner Johnson will be attending the School of Fine Woodworking and Historic Preservation meeting on December 19, 2012
 - Chairman Austin and County Administrator Morley will attend a Jeffcom Board meeting on December 20, 2012
 - Chairman Austin and Commissioner Sullivan will attend a Jefferson County Board of Health meeting on December 20, 2012
 - Commissioner Johnson will be out of the office from December 20, 2012 through January 2, 2013
 - The courthouse will close at noon on December 24, 2012
 - The Commissioners will be sworn in for their new terms on January 2, 2013
 - Chairman Austin will be out of the office January 30 through February 10, 2013
 - Chairman Austin and Commissioner Johnson may attend the Nation Association of County Officers (NACO) conference in March, which would result in the cancellation of the March 4, 2013 meeting
- Miscellaneous Items:
 - Storm Impacts
 - Regional Parks & Metropolitan Parks District (MPD)
 - Commissioner Committee Assignments



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- Letter from Washington State Department of Natural Resource (DNR)
- Animal Services Agreement with the Humane Society
- Jeffcom Space Reimbursement
- DNR Community Forest Trust
- Future Agenda Items:
 - United States Forest Service Dean Yoshine and New Olympic National Forest Supervisor
 - Olympic National Park Superintendent Sarah Creachbaum
 - Possible Retreat February 2013

NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn the meeting at 4:30 p.m. until the next regular meeting or special meeting as properly noticed. Commissioner Johnson seconded the motion which carried by a unanimous vote.

MEETING ADJOURNED

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chair

ATTEST:

Phil Johnson, Member

Raina Randall
Deputy Clerk of the Board

David Sullivan, Member



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: Erin Lundgren

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MINUTES
Week of December 24, 2012

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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 absent.

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

- A citizen stated the Consent Agenda Item for the Snow Creek culvert replacement should not be approved because that money should be deferred to mental health instead; and
- A citizens stated that if he had control of gun policies, all types of guns would be completely banned!

APPROVAL AND ADOPTION OF CONSENT AGENDA: Commissioner Sullivan moved to approve all the items on the Consent Agenda as presented. Chairman Austin seconded the motion. The motion carried.

1. **PROCLAMATIONS (7):** Proclaiming January 2013 as School Board Recognition Month (Port Townsend, Chimacum, Quilcene, Brinnon, Quillayute Valley, Sequim and Queets/Clearwater)
2. **AGREEMENT:** 2013 Mental Health and Chemical Dependency Treatment; In the Amount of \$93,000; Jefferson County Public Health; Safe Harbor Recovery Center
3. **AGREEMENT:** 2013 Mental Health and Chemical Dependency Treatment; In the Amount of \$24,000; Jefferson County Public Health; Jumping Mouse Children's Center
4. **AGREEMENT NO. DTFH70-11-E-00039, Amendment No. 1:** Snow Creek Culvert Replacement, M.P. 3.78, Project No. CR1899; An Additional Amount of \$55,000 for a Total of \$624,600; Jefferson County Public Works; Federal Highway Administration (FHWA)
5. **AGREEMENT:** Jefferson County Broadband Project Consulting Services; In the Amount of \$5,106.69; Jefferson County Central Services; Southwick Enterprises - Larry Southwick
6. **AGREEMENT, Interlocal:** Jefferson County Health Officer Services; In the Amount \$41,400; Jefferson County Public Health; Clallam County Health and Human Services
7. **Concurrence and Authorization** to Proceed with the Real Property Acquisition (Parcel No. 901 112 013); Rick Tollefson Memorial Trail, County Project No.18018150, STPR-2016(018)
8. **Advisory Board Appointment:** Jefferson County Developmental Disabilities Advisory Board; Three (3) Year Term Expires December 24, 2015; Claudia Edmondson
9. **Advisory Board Appointment:** Solid Waste Advisory Committee (SWAC); Two (2) Year Term Expires December 24, 2014; Paul Rogland
10. **Payment of Jefferson County Vouchers/Warrants:** Dated December 17, 2012 Totaling \$839,001.21
11. **Payment of Jefferson County Payroll Warrants:** Dated December 20, 2012 Totaling \$78,154.04 and A/P Warrants Done by Payroll Dated December 20, 2012 Totaling \$14,331.63



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

Chairman Austin stated he did not have any meetings scheduled for him this week.

Commissioner Sullivan stated he did not have any meeting scheduled for him this week.

Countywide Grant Policy: County Administrator Morley stated the draft resolution was presented to the Board last week and two requested changes have been made. The definition of a grant coordinator has been added and a clause that asks the department to check in with the Board of County Commissioners if there will be a substantial County match, hiring of additional staff, significant change in County services or policy or significant impact to a community or the general public.

Commissioner Sullivan moved to approve **RESOLUTION NO. 79-12** re: adopting a Countywide Grant Policy. Chairman Austin seconded the motion. The motion carried.

License Agreement for 2013 Animal Shelter and Related Services: County Administrator Morley presented a license agreement for 2013 animal shelter and related services with the Humane Society of Jefferson County. Historically the Sheriff's Office has overseen the animal shelter, this agreement has the Humane Society be responsible for staffing the shelter and all of the utilities of the shelter. This agreement is structured so it may possibly be extended through 2014 and beyond. It provides allowance that the Humane Society may enter into a contract with the City of Port Townsend.

Commissioner Sullivan moved to approve the license agreement for 2013 animal shelter and related services in the amount of \$4,141.01, plus utilities, with the Humane Society of Jefferson County. Chairman Austin seconded the motion. The motion carried.

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

- Calendar Coordination:
 - Commissioner Johnson and Commissioner Sullivan will be sworn in to their new Commissioner terms on January 2, 2013
 - Chairman Austin will attend a Tourism Summit in Port Angeles on January 3, 2013
 - Chairman Austin will a Ecosystem Recovery Network Steering Group meeting on January 4, 2013
 - The Port Townsend City Council will discuss of a Metropolitan Parks District and Facilities on January 7, 2013
 - Commissioner Sullivan will attend a Olympic Community Action (OlyCap) Board meeting January 9, 2013
 - There will not be a joint City / County Legislative meeting on January 10, 2013



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- Superior Court Judge Keith Harper will be sworn in January 11, 2013
- Chairman Austin will be attending a meeting in Olympia regarding Tarboo (Lake?) On January 16, 2013
- Chairman Austin and Commissioner Sullivan will attend a Hood Canal Coordinating Council meeting on January 16, 2013
- The Board will attend a January 17, 2013 Jefferson County Health Board meeting
- The scheduled January 22, 2013 Finance Committee meeting is to be rescheduled
- There is a scheduled Jeffcom Board meeting January 24, 2013
- The Quarterly Elected Officials meeting is scheduled for January 28, 2013
- Commissioner Sullivan will attend a January 30, 2013 OlyCap Board meeting
- Chairman Austin will be out of the office from January 30 to February 10, 2013 and a Chairman will need to be determined for the February 4, 2013 Board meeting
- Chairman Austin and Commissioner Johnson may be attending the National Association of Counties (NACo) conference which results in the cancellation of the March 4, 2013 meeting
- Miscellaneous Items:
 - Judge Verser's retirement
 - Washington State Department of Natural Resources Community Forest Trust
 - Regional Parks and Coordination with the Port Townsend City Council
 - Contracts under consideration by the Board in January 2013:
 - Public Infrastructure Fund
 - Lodging Tax Advisory Committee
 - Community Services Grant
 - Jefferson Associated Counsel (JAC) contract amendment for extraordinary case
 - Possible change of Committee Assignments for OlyCap Board and Housing Action Plan Networking (HAPN) committee
 - Jeffcom space reimbursement and license agreement pending
 - Shoreline Master Program (SMP): Preparation for January workshop
- Legislative Session:
 - Mineral Severance Fee
 - Utility Tax
 - Protect Capital Budget for Sewer Project
 - Trust Land Transfer of Gibbs/Beausite parcel and other parcels on Toandos
- Future Agenda Items:
 - United States Forest Service Dean Yoshine and New Olympic National Forest Supervisor
 - Olympic National Park Superintendent Sarah Creachbaum
 - Possible Retreat February 2013



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NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn the meeting at 11:21 a.m. until the next regular meeting or special meeting as properly noticed. 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