



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



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County Administrator: Philip Morley
Clerk of the Board: Erin Lundgren



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MINUTES

Week of February 19, 2013

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:

- A citizen stated a Planning Commission meeting was held at a non-compliant ADA accessible location and requested that every Jefferson County Committee member sign a written acknowledgement of the Open Public Meetings Act and the Public Records Act;
- A citizen commented on the long delay of the Shoreline Master Program and net pens;
- A citizen stated this will be the last time they report on Quilcene activities at a Board of County Commissioner meeting;
- A citizen reported the local business Dream City has closed and contractors are selling their tools and moving because there is no work available in the area;
- A citizen thanked anyone who testified in Olympia regarding HB1599 which relates to local control of salmon net pens;
- A citizen stated he has been waiting 5 months for a response from the County Administrator regarding a public records request response; he verbally requested public records; and asked that an incident report be completed for an incident in 2010; and
- A citizen commented on home defense and explained how it is appropriate to have the upper hand against home invaders.

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

1. **RESOLUTION NO. 12-13:** Re-establishing Jefferson County Cash Drawer, Petty Cash Account and Revolving Fund Amounts in Various County Departments
2. **AGREEMENT:** Maintenance for Audio Recording System Located in Commissioner's Chambers; In the Amount of \$800.00 Plus Tax; Jefferson County Commissioners; Jefferson Audio Video Systems (JAVS), Inc. AKA Safeguard
3. **AGREEMENT:** Maintenance for Audio Recording System Located in District Court; In the Amount of \$1,950.00 Plus Tax; Jefferson County District Court; Jefferson Audio Video Systems (JAVS), Inc. AKA Safeguard



4. **AGREEMENT:** Maintenance for Audio Recording System Located in Superior Court; In the Amount of \$2,350.00 Plus Tax; Jefferson County Superior Court; Jefferson Audio Video Systems (JAVS), Inc. AKA Safeguard
5. **Advisory Board Resignations (2):** Jefferson County Tourism Coordinating Council (TCC), Port Hadlock/Tri Area Representatives; Chuck Russell and Francis Rawski
6. **Advisory Board Appointment:** Jefferson County Tourism Coordinating Council (TCC); Allison Willing, Port Hadlock/Tri Area Representative
7. **Payment of Jefferson County Vouchers/Warrants:** Dated February 11, 2013 Totaling \$779,763.26 and Dated February 12, 2013 Totaling \$1,938.49

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

Chairman Austin stated two meetings are scheduled at the same time on Friday and he asked Commissioner Johnson to attend the Peninsula Regional Support Network and the Olympic Workforce Consortium meetings so he may attend the Ecosystem Recovery Network meeting.

Commissioner Sullivan participated in a conference call for a Legislative Steering Committee subcommittee related to transportation and will attend a Hood Canal Coordinating Council (HCCC) meeting and Olympic Community Action Program (OlyCap) Board Budget Workshop this week.

Commissioner Johnson will attend a Hood Canal Coordinating Council (HCCC) meeting and Legislative Steering Committee (LSC) meeting this week.

Approval of Minutes: Chairman Austin asked the Clerk to listen to the recording for clarification of Commissioner Johnson's committee assignments for the Minutes of January 7, 2013.

Certification of Annual Inventory of the Capitalized Assets as of December 31, 2012: Chairman Austin stated he would like to table the Certification of Annual Inventory of the Capitalized Assets as of December 31, 2012 so he may randomly check on some of the inventory listed. The item was tabled until a future date.

Shoreline Master Program (SMP) Finfish Aquaculture: Associate Planner Michelle McConnell presented a response addressing the 18 issues Washington State Department of Ecology (DOE) had with the draft Shoreline Master Program and edits to the Conditional Use Permit (CUP) criteria for net pens. She provided a summary of a conversation she had with John Kerwin with the Washington State Department of Fish and Wildlife on January 15, 2013 and reviewed CUP criteria that Kitsap County has recently approved for their Shoreline Master Program. The Board discussed salinity issues related to sea lice.

Commissioner Sullivan stated Item No. 2 listed in the response column of the Additional Finfish Aquaculture Issues for CUP Criteria, states "CUP #8 requires siting 150-300 feet from habitat of special significance that would protect near shore migration corridors." He asked where the distance of 150-300 feet originated from? Ms. McConnell stated it is a state guideline.



Commissioner Sullivan noted that the County may have a solid waste plan that the County needs to be consistent with in regard to Item No. 3 regarding "Preference for fully-contained in-water systems with treated effluent". Ms. McConnell stated Item No. 22 references the solid waste matter.

Commissioner Sullivan stated the finfish aquiculture industry states the industry is safe so they should be able to obtain affordable insurance. Commissioner Johnson stated the finfish industry can obtain insurance but cannot ensure they will not damage the environment. Ms. McConnell stated insurance is required for companies that apply for a finfish application through the Washington State Department of Ecology, Washington State Department of Natural Resources and Washington State Department of Fish and Wildlife.

Chairman Austin asked what the shaded area of the matrix on page three represents? Ms. McConnell stated there are two places in the matrix that are shaded that are reminders to staff that they are suggested changes to policy that are not reflected in the revised CUP criteria list because the CUP criteria is regulation but the policies are in Article 8.2.A. She will prepare a revised policy that reflects those changes should the Board want to move forward with those changes. One of the shaded areas highlights the distance that finfish aquiculture is allowed to be located from the shoreline. The proposed distance is eight miles. Ms. McConnell handed out a map that shows primary locations available for shoreline designation finfish aquiculture. The high intensity designated areas proposed are near Mats Mats Quarry, Mystery Bay, the boat launch in Port Hadlock, the Marina at the Inn at Hadlock, and Glen Cove. An area of consideration is the Strait of Juan de Fuca in Jefferson County's jurisdiction.

Chairman Austin asked if the County could impose a moratorium on marine net pens on the basis that there is a proposed Bill (SB 1599) before the legislature banning marine net pens? Deputy Prosecuting Attorney David Alvarez advised that the SMP with CUP criteria should be adopted and can be amended in the future should that bill be approved. A moratorium cannot be done before the statute changes.

Commissioner Sullivan moved to authorize Chairman Austin to send a letter to Senator Doug Erickson requesting SB5623 to be moved out of committee. Commissioner Johnson seconded the motion which carried by a unanimous vote.

Department of Community Development staff will bring the draft SMP back before the Board for discussion at a future date.

The meeting was recessed at 10:40 a.m. and reconvened at 11:00 a.m. with all three Commissioners present.

EXECUTIVE SESSION: An Executive Session was scheduled from 11:03 a.m. to 11:45 a.m. with the County Administrator, Deputy Prosecuting Attorney, Information Services Manager and Public Records Officer regarding Attorney-Client Privilege, Actual Litigation under exemption RCW 42.30.140(1)(i) as outlined in the Open Public Meetings Act. The actual period of time the Board met in Executive Session on this topic was from 11:03 a.m. to 11:58 a.m. At the conclusion of the Executive Session the Board resumed the regular meeting.



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NOTICE OF ADJOURNMENT: Commissioner Johnson moved to adjourn the meeting at 11:58 a.m. until the next regular meeting or special meeting as properly noticed. Commissioner Sullivan seconded the motion which carried by a unanimous vote.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chair

ATTEST:

Phil Johnson, Member

Erin Lundgren
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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DRAFT **MINUTES**
Week of February 25, 2013

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:

- Six citizens spoke against Bank of America and asked that the County not do business with Bank of America;
- A citizen thanked the Board for their effort in trying to keep net pens out of Jefferson County waters;
- A citizen stated if the Port Townsend Paper Mill shuts down, 270 families would be without affordable healthcare which may then result in the death of the hospital; and
- A citizen spoke regarding possible changes at the Nordland Post Office and the effects of those changes.

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

1. **RESOLUTION NO. 13-13:** Official Intent of the County to Reimburse Capital Expenditures in Connection with the Construction of the Port Hadlock Wastewater (Sewer) System from Proceeds of Future Borrowing
2. **AGREEMENT:** LID Video Project; In the Amount of \$4,172; Jefferson County WSU Extension; Mountainstone Productions
3. **AGREEMENT NO. ICA13125:** Family and Juvenile Court Improvement Plan; In the Amount of \$14,420; Jefferson County Juvenile Services; Washington State Administrative Office of the Courts
4. **Payment of Jefferson County Vouchers/Warrants:** Dated February 19, 2013 In the Amount of \$303,865.44
5. **Payment of Jefferson County Payroll Warrants:** Dated February 20, 2013 Totaling \$76,795.09 and A/P Warrants Done by Payroll Dated February 20, 2013 Totaling \$105,083.33

Approval of Minutes: Commissioner Sullivan noted a correction to the minutes of January 7, 2013 on page 2, under Board and Commission Assignments; he will not be Chairman of Olympic Area Agency on Aging Committee. Commissioner Sullivan moved to approve the minutes as corrected. 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 will attend a meeting regarding the Black Point / Pleasant Harbor Master Plan Resort and a Senior Meals event this week. He will be in Washington D.C. next week which will result in him not being present for next week's Board of County Commissioner meeting.
Commissioner Sullivan will meet with legislators regarding the Port Hadlock Sewer (Wastewater) capital budget and will attend an education forum and a "Meals on Wheels" fundraiser this week.
Commissioner Johnson attended a Legislative Steering Committee meeting, a Coastal Caucus meeting and an IWP Steering Committee meeting last week. He testified in support of House Bill 1599 regarding local jurisdiction being able to prohibit net pens. The House Bill did not move out of committee.

Certification of Annual Inventory of the Capitalized Assets as of December 31, 2012:
 Each Board member swore under oath that the statements made in the inventory certification are true. Commissioner Sullivan moved to certify the annual inventory of capitalized assets as of December 31, 2012. Commissioner Johnson seconded the motion which carried by a unanimous vote. Each Board member then swore under oath that the statements made in the inventory certification are true.

The meeting was recessed at 9:51 a.m. and reconvened at 10:01 a.m. with all three Commissioners present.

Bid Opening: Queets River Bridge Painting Project CR1881, M.P. 0.60 to M.P. 0.76 Clearwater Road: Public Works Engineer III John Wayand stated the engineer's estimate is \$1,829,410. He opened and read the following four bids:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Western Industrial Inc.	\$1,856,000
S & K Painting Inc.	\$2,782,580
Long Painting Company	\$3,040,220
Purcell Painting & Coating	\$1,230,000

Staff will review the bids and submit a recommendation for bid award to the Board at a future date.

Clerk Note: After staff reviewed the bids, Purcell Painting & Coating made an adding error and the bid totaled \$3,225,000.

Transition of Electrical Service from Puget Sound Energy to Jefferson County Public Utility District No. 1: Puget Sound Energy staff Nina O'Dell stated she is overseeing the transition of electrical power from Puget Sound Energy (PSE) to the Public Utility District (PUD) No. 1 of Jefferson County. She reviewed the history of PSE in Jefferson County. The transition of power is to convert from PSE to PUD at midnight, March 31, 2013. The total cost of the transition is estimated at \$110 million. She reviewed a PSE managed project on Coyle Road regarding the power lines. Customers will

receive a final bill in mid March and any back charges that are due will be due at that time. All PSE programs will no longer be available in Jefferson County.

PUD No. 1 Manager Jim Parker stated the electrical transition should be seamless and there should not be a moment without power. He stated the County will be receiving power from Bonneville, which results in lower power rates in the future. He reviewed the process the PUD has gone through in order to make this transition and stated the PUD has hired 12 new employees. The usage rate should be the same as PSE. The PUD will not be able to make donations like PSE has made in the past as that would be considered gifting of public funds. Bonneville power is projecting a refund of \$800,000 for the Counties conservation programs.

Chairman Austin asked if local PSE employees would be losing their job? Mr. Parker replied PSE has been good to their employees and the linemen have had an opportunity to apply for PUD openings.

Commissioner Sullivan asked how the privilege tax will work rather than property tax? Mr. Parker answered that PUD will pay the State and the State then distributes it back to the County, schools, and other entities.

The meeting was recessed at 10:52 a.m. and reconvened at 1:32 p.m. with Commissioner Sullivan and Commissioner Johnson present. Chairman Austin was absent in order to attend a Black Point (Brinnon/Pleasant Harbor) Master Plan Resort (MPR) meeting.

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

- WSU Extension Overview for 2012 and 2013 Extension Plan
- Rural Arterial Program Funds
- Calendar Coordination:
 - Chairman Austin will attend a Mental Health Advisory Board meeting February 26, 2013
 - Chairman Austin and Commissioner Johnson will attend Senior Meals at the Port Townsend Senior Center February 26, 2013
 - Commissioner Sullivan will attend a meeting with Community Development Staff regarding the Shoreline Master Program
 - Chairman Austin will attend a Climate Action Committee meeting February 27, 2013
 - Commissioner Johnson will attend a Hood Canal Coordinating Council Integrated Watershed Plan meeting February 27, 2013
 - Commissioner Sullivan will attend a Peninsula Development District (PDD) meeting and Resource Conservation and Development meeting February 28, 2013
 - Chairman Austin will attend the National Association of Counties (NACo) Conference in Washington DC
- Legislative Session:
 - Projects of Statewide Significance SB 5805
 - Public Records Limit of Hours



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- Off Road Vehicles
- Maritime Legislation
- Miscellaneous Items:
 - Squamish Harbor
 - JeffCom License Agreement
 - Ferry Advisory Committee Resignation
- Future Agenda Items (Not Discussed)

Comment Letter: Commissioner Johnson moved to approve a letter signed by the County Administrator to the Washington State Department of Natural Resources (DNR) regarding the County taking a neutral position of the proposed name change of Squamish Harbor to Suquamish Harbor. Commissioner Sullivan seconded the motion. The motion carried.

March 4, 2013 Commissioners' Meeting: Commissioner Johnson moved that he serve as Chairman for the meeting on Monday, March 4, 2013 due to the scheduled absence of Commissioner Austin. Commissioner Sullivan seconded the motion. The motion carried.

NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn the meeting at 4:25 p.m. until the next regular meeting or special meeting as properly noticed. Commissioner Johnson seconded the motion. The motion carried.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chair

ATTEST:

Phil Johnson, Member

Erin Lundgren
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



DRAFT

County Administrator: Philip Morley
Clerk of the Board: Erin Lundgren



DRAFT

MINUTES

Week of March 4, 2013

Commissioner Phil Johnson called the meeting to order at the appointed time in the presence of Commissioner David Sullivan. Chairman John Austin 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 Jefferson County Aquatic Group has taken over Make Waves and is working with the City of Port Townsend to find long term solutions for the continuance of the Mountain View Pool;
- A citizen stated not having high speed internet impacts the community and hinders home owners from being able to find renters;
- A citizen stated a Chimacum Grange meeting is scheduled for March 13, 2013; banking business should be done with local regional companies rather than New York companies;
- A citizen commented on Consent Agenda Item No. 3, stating the Counties insurance dropped coverage regarding Public Records Act violations resulting in the costs for defense and fines to be paid by tax payers when this can be avoided by training County employees and ensuring they are in compliance with the Public Records Act; and
- A citizen stated they are waiting for an incident report from 2010 and an answer from the County Administrator regarding a Public Records Request response from another department; an appointment does not have to be made for inspection of documents for a public records request according to the County's Record Access Policy.

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

1. **AGREEMENT, Interlocal:** North Pacific Coast Marine Resources Committee (NPC MRC) Fiscal Administration; In the Amount of \$4,500; Jefferson County Public Health; Clallam County
2. **AGREEMENT:** Reimbursement Services Agreement, Flex Benefits Plan; No Dollar Amount; Jefferson County Auditor; WageWorks, Inc.
3. **AGREEMENT:** Legal Services; In the Amount of \$205 per hour (Lawyer); \$155 per hour (Associate); and \$85 per hour (Paralegal); Jefferson County Prosecuting Attorney; Law, Lyman, Daniel, Kamerrer & Bogdanovich
4. **AGREEMENT:** Maintenance of Memorial Field; In the Amount of \$23,766; Jefferson County Public Works; Roger Hall, Discovery Bay Landscaping
5. **AGREEMENT:** Installation of Chain Link Fence, Hoh Shop Project No. 180-543-1858; In the Amount of \$24,323.92; Jefferson County Public Works; Kiwi Fencing Co., Inc.



6. **AGREEMENT:** Hoh Shop Equipment Shed Project No. 180-543-1858; In the Amount of \$3,360; Jefferson County Public Works; Clallam County Public Utility District (PUD)
7. **AGREEMENT, Supplemental No. 1:** Run Off Road and Intersection Safety Improvement Project No. XO1886; Construction Phase Estimated at \$825,000 (100% Funded by the Federal Highway Administration); Jefferson County Public Works; Washington State Department of Transportation
8. **Letter of Termination of the Rural Arterial Program (RAP):** Grant No. 1609-1 for South Discovery Road Improvement Project (M.P. 2.65- M.P. 3.64); County Road Administration Board (CRAB)
9. **Termination of the Rural Arterial Program (RAP):** Grant No. 1607-1 for South Discovery Road Improvement Project (M.P. 3.62- M.P. 4.00); County Road Administration Board (CRAB)
10. **Advisory Board Resignation:** Gardiner Community Center Board of Directors; Linda Hanel
11. **Advisory Board Appointment:** Gardiner Community Center Board of Directors; Unexpired Three (3) year term expires July 10, 2015; Carlton Posey
12. **Payment of Jefferson County Vouchers/Warrants:** Dated February 21, 2013 Totaling \$468.06 and Dated February 25, 2013 Totaling \$173,166.30
13. **Payment of Jefferson County A/P Warrants:** Done by Payroll Dated February 20, 2013 Totaling \$16,386.77

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

Commissioner Sullivan will participate in a special meeting of the Olympic Area Agency on Aging (O3A) via conference call this week. He participated in a team leader award ceremony last week. Commissioner Johnson will attend a Legislative Steering Committee (LSC) meeting and a LSC Roundtable discussion this week.

Appointing Citizen Members to the Metropolitan Park District Steering Committee:

County Administrator Philip Morley presented a joint City and County resolution to appoint members to a Metropolitan Park District (MPD) Steering Committee. This will allow the recommended work of the Exploratory Regional Parks and Recreation Committee (ERPRC) to continue. The ERPRC concluded that the existing parks and recreation system is not sustainable and proposed the creation of a MPD. The Commissioners and City Council approved a joint resolution in February that created a process so citizens can create a MPD. This includes setting boundaries of the MPD, determining how the MPD would be administered and governed, establishing funding and other specific details of creating a MPD. This resolution appoints citizens as members of the Metropolitan Park District Committee. The committee will make a final recommendation to the Commissioners and City Council on whether or not to place a ballot measure before the citizens to adopt or reject a MPD. The committee will consist of eleven citizens, representing a broad geographical cross section of the County. Member interests include park and recreation and non-profit service providers. Alternate members may be appointed in the future and the structure of the committee may be revised by a joint City Council and Commissioner resolution. The draft resolution provided in the Board's packet has been revised to correct the spelling of Doug Hubert to read Doug Huber.

Commissioner Sullivan moved to approve joint **RESOLUTION NO. ~~14-13~~** appointing citizen members to the Metropolitan Park District (MPD) Steering Committee as corrected. Commissioner Johnson seconded the motion. The motion carried.

Hearing Notice to Amend the Port Ludlow Development Agreement and Extend the Development Agreement and Memorandum of Understanding: Associate Planner David W. Johnson stated a letter was received from Port Ludlow Associates President Diana Smeland requesting to extend the Port Ludlow development agreement for an additional five years and to extend their preliminary plat approval for an additional three years. Economic conditions have affected the development of the Port Ludlow area. The term of the existing agreement is scheduled to expire May 20, 2020. The proposal is to extend it until May 20, 2025. Before the Board can approve the extension of this agreement, a hearing must be scheduled. There is an existing Memorandum of Understanding (MOU) with Olympic Water and Sewer, Inc. that is concurrent with the agreement with Port Ludlow Associates. He presented a hearing notice for a hearing to take place on Monday, April 1, 2013 at 10:00 a.m. in the Commissioners' Chambers. If the hearing notice is approved, there is a ten day comment period from March 6 through March 18, 2013.

Commissioner Sullivan moved to approve the hearing notice to amend the Port Ludlow Development Agreement to extend the development agreement and Memorandum of Understanding with Olympic Water and Sewer, Inc setting the hearing for April 1, 2013 at 10:00 a.m. in the Commissioners' Chambers. Commissioner Johnson seconded the motion. The motion carried.

The meeting was recessed at 9:49 a.m. and reconvened at 1:33 p.m. with Commissioner Sullivan and Commissioner Johnson present.

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

- Calendar Coordination:
 - Chairman Austin is out of the office until March 5, 2013
 - Commissioner Johnson will be in Olympia March 7, 2013
 - Commissioner Johnson will attend an Olympic Regional Clean Air Agency meeting March 14, 2013
- Legislative Session:
 - Projects of Statewide Significance SB 5805
 - SEPA Categorically Exempt HB 1809
 - WSAC Opposed to Reform City Annexation Procedures SB 5013
 - Voluntary Planning under GMA for Counties under 20,000
 - Apply for Grants if Appealing GMA Decision HB 1401
 - Derelict Vehicle
- Miscellaneous Items
 - YMCA Chamber Presentation
 - Squamish Name Change
 - Dan Taylor Teamsters Letter
 - Interim JeffCom Director Hired



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- PIF Agreement for Building 202
- Future Agenda Items (Not Discussed)

NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn the meeting at 2:19 p.m. until the next regular meeting or special meeting as properly noticed. Commissioner Johnson seconded the motion. The motion carried.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

(Excused Absence)
John Austin, Chair

ATTEST:

Phil Johnson, Member

Erin Lundgren
Clerk of the Board

David Sullivan, Member