



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

 **DRAFT**

MINUTES
Week of June 10, 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: 1) The Farm to School dinner was well attended and they met their goal; and 2) There will be live music this weekend in Quilcene at Worthington Park;
- A citizen stated: 1) There will be a presentation in Jefferson County this week on age related eye problems; and 2) The County should attach notifications on property tax invoices regarding earthquake preparedness;
- A citizen commented on the importance of Ham Radio in Jefferson County;
- A citizen stated: 1) There will be a Run to the Beach event this week in Quilcene; and 2) He presented a scholarship to a Forks student on behalf of the Jefferson County Democrats.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Johnson moved to delete Item #2 and approve the remaining items on the Consent Agenda as submitted. Commissioner Sullivan seconded the motion which carried by a unanimous vote.

1. **AGREEMENT** re: Summary Appraisal Report for a Fee-Simple Floodplain Acquisition in Quilcene with the Quilcene Acquisition 2012 Project (RCO #12-1384C), a Salmon Recovery Project on the Big Quilcene River Watershed; In the Amount of \$2,000; Jefferson County Public Health; Schaefer Standaert Hernandez Appraisal Group
2. **DELETED: AGREEMENT** re: Dowans Creek Road Relocation; Amount not to Exceed \$230,000; Jefferson County Public Works; Washington State Department of Natural Resources (DNR) (Approved Later In Minutes)
3. **AGREEMENT** re: Port Hadlock Wastewater Facility Final Design Services, Reclamation Plant and Influent Pipeline; In the Amount of \$76,736; Jefferson County Public Works; Tetra Tech, Inc.
4. **Disbursement of Funds** re: Public Works Trust Fund (PWTF) Loan PC12-951-052, Request No. 2; Port Hadlock Wastewater Facility Project; 2012 PWTF Loan Amount of \$10,000,000; Jefferson County Public Works; State Public Works Board, Washington State Department of Commerce
5. **Advisory Board Resignation** re: Jefferson County Solid Waste Advisory Committee (SWAC); Richard Dandridge, representing District No. 1



6. **Advisory Board Reappointment** re: Jefferson County Solid Waste Advisory Committee (WAC); Two (2) Year Term Expiring April 26, 2015; John Merchant, representing the City of Port Townsend
7. **Payment of Jefferson County Vouchers/Warrants** Dated May 31, 2013 Totaling \$300
8. **Payment of Jefferson County Payroll Warrants** Dated May 5, 2013 Totaling \$815,226.25

Approval of Minutes: The Board reviewed the regular meeting minutes of May 6, 13 and 20, 2013 and special meeting minutes of May 9 and 21, 2013. Chairman Austin pointed out a correction to the May 20, 2013 minutes on Page 2 under 'AGREEMENT and MOU for the Washington Counties' the 4th line of that paragraph should read '*Commissioner Sullivan seconded the motion. Two Commissioners voted in favor of the motion.*' On the same page, Commissioner Sullivan noted the correct spelling of *Larry McKeehan's* name. Commissioner Sullivan moved to approve the regular meeting minutes of May 20, 2013 as corrected; and the regular meeting minutes of May 6 and 13, 2013 and special meeting minutes of May 9 and 21, 2013 as presented. Commissioner Johnson seconded the motion which carried by unanimous vote.

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

Chairman Austin

- Participated in a webinar regarding lodging tax.
- Will be attending the State Board of Health meeting and a Washington State Association of Local Public Health Officials (WASALPHO) conference in Chelan this week.

Commissioner Johnson

- Will be attending an Olympic Region Clean Air Agency (ORCAA) meeting this week.

PROCLAMATION re: Proclaiming the Week of June 17, 2013 as Amateur Radio

Week: The Commissioners read and approved a Proclamation proclaiming the week of June 17, 2013 as Amateur Radio Week. Organizer John Ebner stated there will be an Amateur Radio field day event on June 22-23, 2013.

The meeting was recessed at 9:34 a.m. and reconvened at 10:04 a.m. with all three Commissioners present.



DRAFT



PRESENTATION re: Navy Joint Land Use Study (JLUS): The Department of Community Development (DCD) has been working with the Department of the Navy and neighboring jurisdictions regarding a land use study.

Representative of Naval Base Kitsap, Lynn Wall, gave a presentation regarding the proposed Joint Land Use Study (JLUS). She stated last fall Naval Base Kitsap submitted a nomination to the Department of Defense (DOD) Office of Economic Adjustment (OEA) for a land use study. The nomination package was accepted and assigned a project manager. The next phase of the process is to see if there is an interest in participation by local government.

As part of her presentation, Ms. Wall discussed the need for collaboration to promote compatible use and military mission sustainment. She also gave an overview of some compatible use issues and possible impacts to military operations, the OEA's role in assisting State and Local Governments to promote compatible use and how the JLUS can be beneficial. Commissioner Sullivan mentioned it may be a good idea to get Jefferson County Transportation and Parks involved in this process as well. He also suggested reserving areas for hunting. Commissioner Johnson wanted the scope of the JLUS to include potable water and navigation as well.

Ms. Wall discussed the roles that the communities and the OEA would play, should the JLUS be accepted. Chairman Austin inquired about the funding regarding staff time during meetings? Ms. Wall replied that would be paid for out of Federal funding.

Planning Manager Stacie Hoskins addressed the Board stating if the Commissioners were in agreement with moving forward, her office would draft an official document regarding the acceptance of a Navy JLUS.

Commissioner Sullivan made a motion to direct staff to work on the Navy JLUS study presentation grant application as presented. Commissioner Johnson seconded the motion which carried by unanimous vote.

LETTER OF APPOINTMENT: The Board approved a letter appointing Walter Kochansky to serve on the Jefferson County Tourism Coordinating Council (TCC) representing the West End.

The meeting was recessed at 10:57 a.m. and reconvened at 1:31 p.m. with all three Commissioners present.

PRESENTATION re: WA COUNTIES RISK POOL (WCRP) 2012 ANNUAL REPORT: Staff from WCRP gave a presentation on the insurance claims they have processed over the past 5 years and discussed their goals for the future.



DRAFT



COUNTY ADMINISTRATOR BRIEFING SESSION: In the absence of County Administrator Philip Morley, the Board reviewed the following:

Calendar Coordination

- Commissioner Johnson will be attending an Olympic Region Clean Air Agency (ORCAA) meeting in Olympia on June 12, 2013
- Commissioner Johnson will be attending a Metropolitan Park District (MPD) meeting on June 13, 2013
- Commissioner Sullivan will be attending an Administration Priorities meeting on June 25, 2013
- Commissioner Sullivan will be attending a strategy meeting next week?
- Chairman Austin will be attending a Public Safety meeting on June 20, 2013
- Chairman Austin will be attending the State Board of Health meeting and a Washington State Association of Local Public Health Officials (WASALPHO) conference in Chelan this week
- Chairman Austin will be going to Washington D.C. to attend a National Association of County Officials (NACO) Public Lands conference and will be out of the office June 25-28, 2013
- Commissioner Johnson will be attending a Jefferson County Transit meeting on June 18, 2013
- Commissioner Phil Johnson will be attending a Fort Worden Advisory Committee meeting on June 20, 2013
- Commissioner Johnson may be attending a Jeffcom meeting at the Fire Station in Port Ludlow on June 27, 2013
- Commissioner Johnson will be attending a Hood Canal Coordinated Council (HCCC) retreat on July 10, 2013

Miscellaneous Issues

- The Board decided to cancel the Cape George Community Input meeting due to low attendance and no request to have one. The meeting will be rescheduled next year
- Legislature: Discussion re: Washington State Public Works trust fund

NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn the meeting at 2:55 p.m. until the next regular meeting or special meeting as properly noticed. Commissioner Johnson seconded the motion which carried by unanimous vote.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chair

ATTEST:

Phil Johnson, Member

Carolyn Avery
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

 **DRAFT**

MINUTES
Special Meeting
June 10, 2013

Chairman John Austin called the meeting to order at approximately 7:02 p.m. at the Gardiner Community Center. Commissioner David Sullivan and Commissioner Phil Johnson were present as well as the following Jefferson County Elected Officials and staff: Prosecutor Scott Rosekrans and Sheriff Tony Hernandez. Also attending from Public Utility District (PUD) #1 was Commissioner Wayne King. County Administrator Philip Morley was absent.

Chairman John Austin served as meeting facilitator and welcomed everyone. He introduced the Elected Officials who each gave a report on current activities they are involved in.

After introductions and review of the format for the participatory exercise, the following citizen questions and comments were discussed:

LAW & JUSTICE

- Gardiner had a real problem of a woman going door to door and soliciting for gas and money. Do you know what became of her?

ENVIRONMENTAL HEALTH

- Regarding Anderson Lake algae: We have two universities in this state. Could we get someone in there and solve this problem and try to come up with a solution for Anderson Lake, to keep that thing open? Is anyone looking at that?
- Is there going to be any geoduck harvesting by Hood Canal Bridge like there has been in the past?

PARKS & RECREATION

- If a Metropolitan Park District (MPD) is not created, if things stay as they are now for the County Parks and Recreation facilities which include the building that we're sitting in right now, what likelihood would the County's situation be in going forward in being able to finance the kinds of parks and recreation facilities that we all are able to enjoy now?
- Regarding the MPD: What's the benefit for us in Gardiner? What's our benefit that we're going to gain from this?
- Regarding the MPD: What kind of money are you talking about trying to generate to operate this? Are there any guarantees that if this money does get generated, that it does wind up in the Parks and Recreation District?
- How many parks do we have now?
- What's the cap on the tax on the MPD?
- Do you foresee that the County will be able to sustain the community centers that you now support?



DRAFT

ECONOMIC DEVELOPMENT

- Regarding the permitting process: Has anyone figured out why we have no economic development? Are we permitting ourselves out of business?

ROADS AND TRANSPORTATION

- Is there any influence regarding getting a proper turn lane on Highway 101 going to Gardiner Beach Road? How many more have to die out there?

MISCELLANEOUS

- 50 commissions you mentioned, but no intention of having one in the future to examine the spread of scotch broom or the banning of fireworks during dry seasons. Do you think these are significant problems that should be addressed?
- Regarding the septic tank self-inspection program: Has it gone any further than that?
- Regarding a previous request to put a bus stop near the Gardiner Community Center: Is there any kind of thing going on with that or any news?
- How come they don't put the bus stop in where Wild Birds is?
- How did you get high speed internet?
- Regarding the high rate of college tuition: Could you explain that to me?

NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn the meeting at 8:53 p.m. until the next regular meeting or special meeting as properly noticed. Commissioner Johnson seconded the motion which carried by a unanimous vote.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chair

ATTEST:

Phil Johnson, Member

Carolyn Avery
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

 **DRAFT**

MINUTES
Week of June 17, 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:

- 4 citizens stated they believe a Home-Rule Charter style of government would be beneficial to Jefferson County;
- A citizen commented that research should be done to see if a Home-Rule Charter type of government has worked for other counties;
- A citizen commented that they received 412 signatures for the petition for a proposed Port Ludlow Park and Recreation District;
- A citizen voiced his concern regarding the hearing notice for the proposed Port Ludlow Park and Recreation District. He urged the Commissioners to look closely at the wording;
- A citizen gave an update on Quilcene activities: 1) The Herb Beck Marina event last week was well attended; 2) The Linger Longer summer concert last week had a lot of music and dancing; 3) This week there will be a showing of a WSU prototype for a rain garden; and 4) Peter Quinn will be speaking at the North Hood Canal Chamber meeting this weekend;
- A citizen commented that there were two court decisions that will affect Jefferson County: 1) The use and patenting of human genes; and 2) Interns, trainees and apprentices now have to be paid if they are doing work in a position that would normally receive compensation; and
- A citizen stated the public comment period of the Board of County Commissioners (BOCC) meeting should be moved to a different time.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Sullivan moved to delete Item #1 AND APPROVE THE REMAINING ITEMS ON THE Consent Agenda as submitted. Commissioner Johnson seconded the motion which carried by a unanimous vote.

1. **DELETED: RESOLUTION re: HEARING NOTICE:** Proposed Formation of Park & Recreation District; Located within the Master Planned Resort of Port Ludlow; Hearing scheduled for Monday, July 8, 2013 at 10:00 a.m. in the Commissioners Chambers (Discussed Later in Minutes - See June 24, 2013 Agenda)
2. **AGREEMENT re:** Larry Scott Trail Milo Curry Trailhead Parking, County Project No. CR1069; In the Amount of \$31,672; C & J Excavating, Inc.
3. **Final Amended Binding Site Plan** MLA12-00207 and Plat Alteration SUB12-00018; To Reconfigure Internal Roadway and Parking Areas; Pleasant Harbor Marina LLC
4. **Letter of Recognition** for Over 15 Years of Outstanding Service to Jefferson County;



DRAFT



Brian Moorehead, Washington State Highway and Local Programs; Washington State Department of Transportation

5. **Advisory Board Resignation** re: Jefferson County Solid Waste Advisory Committee (SWAC); Port of Port Townsend Alternate Representative; Tami Ruby
6. **Advisory Board Appointments (2)** re: Jefferson County Solid Waste Advisory Committee (SWAC); Representing the Port of Port Townsend: 1) Al Cairns (Two (2) Year Term Expiring June 17, 2015); and 2) Terry Khile, Alternate (Unexpired Two (2) Year Term Expiring October 5, 2013)
7. **Advisory Board Reappointments (2)** re: Jefferson County Parks and Recreation Advisory Board; Two (2) Year Terms: 1) Expires December 8, 2014; Representing District No. 2, Garth McHattie; and 2) Expires April 20, 2015; Representing District No. 3, Kathleen Kler
8. **Payment of Jefferson County Vouchers/Warrants** Dated June 10, 2013 Totaling \$466,913.97
9. **Payment of Jefferson County A/P Warrants** Done by Payroll Dated June 5, 2013 Totaling \$696,362.72

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

Chairman Austin

- Jefferson County received a Smart Communities Award for its Mystery Bay Management and South Port Townsend Bay plans.
- Attended a State Health meeting last week and met the new Health Director.
- Will be attending an Ecosystem Coordination Board (ECB) meeting this week.

Commissioner Sullivan

- Attended a PUD #1 celebration last week and stated rates will be locking in around July and that will help keep costs down.
- The Resource Conservation and Development (RC&D) committee is working on bringing local foods into schools.
- Will be attending an American Farm Trust tour next week.
- Will be attending a Peninsula Regional Transportation Planning Organization (PRTPO) meeting this week.
- The Ham Radio field day events are this weekend.

Commissioner Johnson

- Attended an Olympic Region Clean Air Agency (ORCAA) meeting last week. ORCAA put 4 extra monitors in the area to create a baseline for particulate matter, as part of their saturation study.

Fee Waiver Request re: Pre-Application Conference to create affordable housing in the Port Hadlock Urban Growth Area; in the amount of \$875; Habitat for Humanity, Requester: Department of Community Development (DCD) Director Carl Smith announced that DCD staff stated Habitat for Humanity's request meets the County waiver requirements. He urged the Commissioners that if this fee is waived, the fee should still be provided by other means. Director Smith anticipates Habitat for Humanity may also be requesting a waiver of their building permit fees as well, which could



DRAFT



be in the thousands. DCD will do more research on the figures and get back to the Board at a later date. No decision was made by the board at this time.

The meeting was recessed at 9:58 a.m. and reconvened at 10:05 a.m. with all three Commissioners present.

Bid Opening re: Run-Off-Road and Intersection Safety Project: Public Works Engineer Matt Klontz stated the engineer's estimate is \$546,064. He opened and read the following bid:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Peterson Brothers, Inc.	\$473,573.71

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

The meeting was recessed at 10:09 a.m. and reconvened at 1:33 p.m. with all three Commissioners present.

Discussion re: Consent Agenda Item #1 re: Hearing Notice: Proposed Formation of Park & Recreation District in the Master Planned Resort, Port Ludlow: Civil Deputy Prosecutor David Alvarez gave a presentation and overview of the two issues regarding the hearing notice; 1) Verbiage on the hearing announcement; and 2) Boundary issues pertaining to the proposed Park & Recreation District.

The Board discussed possible verbiage changes to the hearing announcement and decided on the following:

“Notice is hereby given that pursuant to Resolution No. ___, adopted by the Board of Jefferson County Commissioners on June 24, 2013, a public hearing will be held on Monday, July 15, 2013 at 11:00 a.m. in the Commissioners’ Chambers, Courthouse, Port Townsend, Washington for the purpose of taking written/oral testimony regarding the formation of a Park and Recreation District and its proposed boundary described as the Master Planned Resort of Port Ludlow.”

The Board then discussed the boundary issue. Civil Deputy Prosecutor Alvarez pointed out his concerns regarding the boundary map and the verbiage on the petition. He stated that the current map is open to interpretation and was unsure if the citizens who signed the petition were fully aware of what they were signing. Commissioner Johnson and County Administrator Philip Morley believe that there would be a risk to the County if they were to approve the petition as it is currently worded.

County Administrator Morley suggested not taking action today to allow time to speak with citizens who formed the petitions, and to consult with other agencies. The Board agreed that there is a need to set the boundaries more clearly. Civil Deputy Prosecutor Alvarez will check the Port Ludlow Associates (PLA) agreement to confirm if they have meets and bounds. It was determined that August 6, 2013 is the



last day to get an item on the general election ballot. The election ballot goes out November 5, 2013. The general consensus of the Board is to move forward, but at a minimum, advising the proponents of the risk.

Vote in support of House Rule 596, Senate Bill 279: Commissioner Johnson made a motion to approve the Board of County Commissioners' (BOCC) support of House Rule 596, Senate Bill 279. Commissioner Sullivan seconded the motion which carried by a unanimous vote.

Adjustment of Commissioners' Assignments: Commissioner Johnson is the primary representative to Olympic Workforce Development (OWD) Council and the Peninsula Regional Support Network (PRSN). A suggestion was made to change Commissioner Johnson to alternate and assign Chairman Austin as the primary representative. Commissioner Sullivan made a motion to make the assignment change and Commissioner Johnson seconded the motion which carried by a unanimous vote.

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

Calendar Coordination

- County Administrator Philip Morley will be out of the office on June 18, 2013
- Chairman Austin will be meeting with Senator Murray's staff regarding ferries on June 18, 2013
- On June 18, 2013 Chairman Austin will be attending a Community Services Priorities meeting
- Chairman Austin and Commissioner Johnson will be attending a Hood Canal Coordinating Council (HCCC) meeting on June 19, 2013
- Commissioner Sullivan will be attending a Public Safety meeting on June 20, 2013
- Commissioner Johnson and Commissioner Sullivan will be attending a Board of Health meeting on June 20, 2013
- Chairman Austin will be attending an Ecosystems Coordinating Board meeting on June 20, 2013
- Chairman Austin will be in Washington D.C. at a lobby meeting regarding renewable energy on June 25-27, 2013
- County Administrator Philip Morley will represent the Board of County Commissioners (BOCC) at a JeffCom Administrative Board meeting on June 27, 2013
- Chairman Austin and Commissioner Johnson will be attending a Washington State Association of Counties (WSAC) and Timber Counties meeting with Commissioner Goldmark on July 2, 2013
- All 3 Commissioners will be attending a Hood Canal Coordinating Council (HCCC) Retreat on July 10, 2013
- There will be a Director and Elected Officials Quarterly meeting on July 22, 2013



DRAFT



Miscellaneous Issues

- JeffCom: MOU license; Regional ILA
- Public Lands & Renewable energy Development Act of 2013; Chairman Austin will be going to Washington D.C. to speak with Murray, Cantwell, Kilmer, Hastings and pose the question: "Would offshore wind and tidal power be included?" The Commissioners support Chairman Austin speaking on behalf of the Board of County Commissioners (BOCC)
- Boards and Commissions: correction to sheet to show Chairman Austin as lead with Commissioner Johnson as alternate for the Peninsula Regional Support Network (PRSN) and Olympic Workforce Development (OWD) Council
- Peninsula Regional Support Network (PRSN): All 3 Commissioners have a vote with 7 other PRSN members. Jefferson Mental Health using revenue from School Clinics as match for Medicaid. This requires School Clinics to document Medicaid recipients and not serve others. PRSN's Anders Edgerton states Jefferson Mental Health owes \$200,000 from past match from School Clinics. Jefferson Mental Health has 1-1.5 million dollars in reserve
- Risk Management & Sheriff vehicle
- Courthouse security during Pierce Trial – notices for the public and staff
- Jefferson Associated Council (JAC) contract amendments Pierce and extension
- Web page error corrections
- Metropolitan Park District (MPD)

NOTICE OF ADJOURNMENT: Commissioner Sullivan moved to adjourn the meeting at 4:16 p.m. until the next regular meeting or special meeting as properly noticed. Commissioner Johnson seconded the motion which carried by unanimous vote.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chair

ATTEST:

Phil Johnson, Member

Carolyn Avery
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

 **DRAFT**

MINUTES
Week of June 24, 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:

- 7 citizens stated they believe a Home-Rule Charter style of government would be beneficial to Jefferson County;
- A citizen mentioned he believed the arguments for having a Home Rule Charter style of government are good, but he is worried there will be a lack of participation;
- A citizen stated 1) Interest rates are going up sharply; and 2) Yellow gold is selling better than paper gold on Wall Street; and
- A citizen commented that he is unhappy with the public records process to obtain audio of the Board of County Commissioner (BOCC) meetings. He urged the Commissioners to make meetings viewable via a live broadcast on the internet.

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. **HEARING NOTICE** re: Proposed Water System Franchise; Located within Jefferson County Water Service Areas; Walter Moe, Moe-Tel Water System; Hearing scheduled for Monday, July 13, 2013 at 10:30 a.m. in the Commissioners Chambers
2. **RESOLUTION NO. 22-13** re: Declaring Jefferson County Burning Ban on Open Debris Burning other Than Recreational Fires for the 2013 Fire Season
3. **AGREEMENT, Change Order No. 1** re: Alder Creek Tributary Culvert Replacement; In the Amount of \$9,013.48; Jefferson County Public Works; Seton Construction
4. **AGREEMENT NO. 13-65400-007** re: 2013 Community Development Block Grant (CDBG) Public Services Grant for Olympic Community Action Programs (OlyCAP); In the Amount of \$97,729; Jefferson County Administrator; Washington State Department of Commerce
5. **AGREEMENT, Subrecipient** re: 2013 Community Development Block Grant (CDBG) Public Services Grant; In the Amount of \$94,729; Jefferson County Administrator; Olympic Community Action Program (OlyCAP)
6. **AGREEMENT, Amendment No. 1** re: Funding to Support North Pacific Coast Marine Resources Committee (NPC MRC); Additional Amount of \$1,525 for a Total of \$78,525; Jefferson County Public Health; Washington State Department of Fish and Wildlife (WDFW)



DRAFT



7. **AGREEMENT, Amendment No. 1** re: Expansion of Natural Resources Senior Culminating Projects to the Quileute Valley School for North Pacific Coast Marine Resources Committee (NPC MRC); Additional Amount of \$1,525, Total Not to Exceed \$2,647; Jefferson County Public Health; Port Angeles School District
8. **AGREEMENT** re: Waiver of Liability for Knotweed Control; No Dollar Amount; Jefferson County Public Health; Hood Canal Salmon Enhancement Group
9. **AGREEMENT, Amendment No. 2** re: Public Defense Agreement, State v. Pierce 09-1-00058-7; In the Amount of \$7,717 per Month, Except During Sentencing Phase Amount is \$4,630.20, not to Exceed \$61,736; Jefferson County Administrator; Jefferson Associated Counsel
10. **Letter of Support** re: Redevelopment of Mt. Angeles View (MAV) Public Housing Development; Peninsula Housing Authority
11. **Payment of Jefferson County Vouchers/Warrants** Dated June 17, 2013 Totaling \$858,150.12 and Dated June 18, 2013 Totaling \$4,018.55
12. **Payment of Jefferson County A/P Warrants** Done by Payroll Dated May 6, 2013 Totaling \$124,124.08

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

Chairman Austin

- Spoke with Senator Murray's staff last week and discussed the impact of the ferry system here in Jefferson County.

Commissioner Sullivan

- Toured Clallam County's transportation projects with the Peninsula Regional Transportation Planning Organization (PRTPO) last week.
- American Farmland Trust was in Jefferson County last week. They are helping local farmers with land use policies and other issues.

Commissioner Johnson

- Attended the viewing of "Salmon Confidential" at the Rose Theatre last week.

RESOLUTION NO. 23-13 re: HEARING NOTICE: Proposed Formation of a Park & Recreation District Located within the Master Planned Resort of Port Ludlow; Hearing scheduled for Monday, July 15, 2013 at 11:00 a.m. in the Commissioners Chambers. County Administrator Philip Morley addressed the issues and reasoning behind not approving the Resolution at last week's Board of County Commissioners' meeting. He also gave a timeline for what is required for the proposed formation of the Park and Recreation District. Commissioner Sullivan moved to approve Resolution 23-13. Commissioner Johnson seconded the motion which carried by a unanimous vote.

HEARING re: 2013 Conservation Futures Projects: Environmental Health Specialist Tami Pokorny introduced the Chair of Conservations Futures Oversight Committee (CFOC) Richard Jahnke who delivered the committee's funding recommendations. The goal of Conservations Futures is



DRAFT



to preserve and protect the County's open space resources from development and from being negatively and permanently affected. CFOC Chair Jahnke stated they received 4 applications for funding:

- 1) Duckabush Floodplain, \$5,000 towards the protection of two properties consisting of 37.1 acres of floodplain and associated uplands off of Duckabush Road near Brinnon. The project includes the purchase of a conservation easement on 15.2 acres and fee-simple acquisition of the remaining 21.9 contiguous acres. The proposed match is a \$345,275 grant from the Salmon Recovery Funding Board. Jefferson Land Trust is the project sponsor. Project location: Sec. 17, T. 25N, R. 2W.
- 2) Short Family Farm, \$43,500 towards the purchase of a conservation easement on 256 acres of pastureland and riparian habitat on Center Road near Chimacum. The proposed match is a \$486,500 grant from the Washington Wildlife and Recreation Program and \$425,000 grant from the Farm and Ranch Lands Protection Program. Jefferson Land Trust is the project sponsor. Project location: Sec. 23, T. 29N, R. 1W.
- 3) Tarboo Forest Conservation – Phase II, \$167,000 towards the purchase of a conservation easement on 118 acres of timberlands between Center and Dabob roads. The proposed match is a conservation easement on 158 acres of associated timberlands valued at \$130,000, a portion of the value of the subject easement valued at \$53,000 and \$28,035 in related costs. Jefferson Land Trust is the project sponsor. Project location: Sec. 28, 29 and 31 T. 28N, R. 1W.
- 4) Winona Basin – Bloedel II, \$80,000 towards the fee-simple acquisition of 22 city lots consisting of wildlife habitat within the Fowler's Park Addition section of the Quimper Wildlife Corridor in the City of Port Townsend. The proposed match is 14 lots of associated open space valued at \$120,000 and \$95,000 in community funding. Jefferson Land Trust is the project sponsor. Project location: Sec. 33, T. 31N, R. 1W.

CFOC Chair Jahnke added that the total combined funding request is \$295,000 which exceed the amount of available project funding which is \$220,000. He stated that the ranking for these applications was held April 30, 2013. Due to Jefferson Land Trust (JLT) being a sponsor for all the projects, Sarah Spathe of JLT recused herself, and was not present at the meeting. He stated that at the beginning of the aforementioned meeting, committee member Raven had presented a letter listing a variety of concerns pertaining to the Conservation Futures Program Policies and Processes. He stated the issues were discussed at length by all committee members who decided that staff should submit a letter to the County's attorney to determine how they should proceed. (A copy of their meeting minutes, committee member Raven's letter and the County's response to Raven's letter were included in the packet turned in by the CFOC.) CFOC Chair Jahnke also noted that committee member Raven, chose to abstain from scoring the project proposals, but the scoring conducted by the other 10 members were subsequently discussed. During the discussion, the members reiterated that their ranking is advisory only, but nevertheless made their recommendation subject to the County's response to the issues that were raised.

As a result of that meeting, the applicants were ranked as follows:



 **DRAFT**

- 1) Short Family Farm – recommend be funded in full
- 2) Duckabush Floodplain – recommend be funded in full
- 3) Tarboo Forest Conservation – recommend be funded in half during this cycle*
- 4) Winona Basin – recommend be funded in full

*Due to the application funding requests being greater than the amount of the available project funding, CFOC Chair Jahnke announced that Peter Bahls, Director of the Northwest Watershed Institute, had stated that they may be in a position to partially fund the Tarboo Forest Conservation project this year if funds were presumably made available next year to finish the project.

Chairman Austin opened the hearing for public testimony.

Raven, Port Townsend: Stated he is a member of the Conservation Futures Citizen Oversight Committee (CFCOC). He mentioned that he abstained from ranking the projects in this year's funding cycle. He also stated that he sent a letter to the Board of County Commissioners (BOCC) on May 30 expressing concern over legal conflict of interest and fairness violations in the Conservation Futures funding process. In response to the letter, he believes the County did not satisfactorily address nor resolve any of his questions. He stated the questions were submitted to the County by the committee as a whole. Committee member Raven also mentioned that another committee member voted to halt the ranking process until those questions had been resolved. On June 18, he stated he sent a second letter in which he rejected the County's response. In his letter he stated his apprehension that in light of County ordinances, RCW's and the State Constitution, the violations in the Conservation Futures program seriously compromise the legitimacy of the contracts currently under consideration. The choice and opportunity is now at hand; either to remedy the relatively simple yet fundamental problems in the Conservation Futures fund, or by more denial, confiscation and blithely going ahead with today's award process to further undermine the public's confidence and blindly obliterate an otherwise worthy program. Raven believes the necessary changes demand a new orientation, an adherence to law, some relinquishment and some sacrifice. In the end, such reform will provide a democratic, equitable and functional Conservation Futures program that is a benefit to all and a source of pride to the taxpayers and citizenry of Jefferson County.

John Wood, Port Townsend: Stated he has been a member of the Conservation Futures Citizen Oversight Committee for the past five years. He mentioned that the last two years, he made the presentation to the Board of County Commissioners (BOCC) for those current year's Conservation Futures projects. He has long been a supporter of the preservation of public open space. This year, he voted in favor of all the projects, but Friday (June 21, 2013), he delivered a 25 page letter to the BOCC in which he reversed his vote. He now believes all the current applications are void for failure to comply with the rules against conflict of interests. He stated that all previously approved applications, are void as well for the same reason. If he is correct in regard to these, or many of the other matters he raised in his letter, there are serious implications for CF. His reversal position is a direct result of a wholly inappropriate and unworthy response from the County to the letter of concern delivered by Mr. Raven. His letter and the County's response prompted him to scrutinize everything. For years he has been telling the committee many of the things he believed were wrong, including many of the issues Raven mentioned. Mr. Wood expressed he believes that the process is not open to everyone, that it appears to be an insider game, limited to people who meet with the approval of the Board of Directors of the Land



DRAFT



Trust. He stated he had hoped there would be change within the committee, but was met with polite indifference and sometimes silence. He commented that it would be a mistake to approve any of the projects today and a mistake if the concerns were not taken seriously. The goal of open space conservation is very important, but the effort is not worth achieving with improper and illegal means.

Raymond Hunter, Discovery Bay: Noted that he is a fairly new member to the Conservation Futures Citizens Oversight Committee. From what he has seen, the members work hard, make very talented and in depth decisions. They also tour the properties, talk to land owners including Roger Short and others. They bring a whole cornucopia of ideas both from the applicant and the Committee and they discuss these things in depth. He believes the outcome is good results and answers. He believes there is a lot of forethought, intelligence, wisdom, history and lore that goes into these decisions. From what he sees as a new member of the Committee, the system worked very well for many years and has accomplished so much. One of the tours they took was up Duckabush River. He commented that 12,000 years ago the Chehalis glacier melted back into Canada and so from our mountains sprung a myriad of the short run rivers. Since man has come into this country, after the indigenous Americans, they have more or less inundated these rivers to a certain part from their mouths and estuaries all the way up into what is now the Olympic National Park. We dammed the Elwah and you can see what happened to that, it was reversed. Of all the rivers on the Peninsula, including the Bogachiel, Dungeness, Dosewallips, Duckabush and the Hama Hama, the Duckabush River is the least interred with human habitation, except for maybe the Hama Hama. Mr. Hunter toured the Duckabush and stated that salmon carcasses were prevalent, as well as bear scat and the area is also known to inhabit elk. He urged the Board to approve the applications that the Conservation Futures Citizen Oversight committee has presented.

Janet Welch, Nordland: Thanked everyone involved. She believes that protecting open space for perpetuity is one of the greatest gifts that anyone can give to the future generation. Ms. Welch encouraged the Board to support the recommendations of the committee, specifically to the benefits of the Tarboo project. She owns property in that area, and about 20 years ago is when work started there to develop the Tarboo natural area preserve. She stated that the work of the Northwest Watershed Institute (NWI) is amazing. Ms. Welch mentioned the Duckabush River and the work of the NWI to turn the nearly pristine watershed back into something that can work quite well. The NWI can go back and restore so much of the bits of human impact that happened. The two properties that are currently pending approval are absolutely fantastic. She has seen a lot of property when travelling around the area, and they are some of the prettiest she's ever seen in this County. The idea of the property being taken off the logging docket and being put into long term preservation for the benefits of the citizens is fantastic. She urged the Board to support the project.

George Yount, Port Townsend: Stated he is speaking on behalf of the Jefferson County Democratic Party as their Chairman. They have a number of platforms that relate to the functions and values of our ecosystems as they relate to economic benefits. One in particular is the preservation of farmland. They support what the Conservation Futures Citizens Oversight Committee has arrived at, and particularly support the Roger Short farm and urged the Board to approve the application.

William Smothers, Nordland: Thanked everyone involved. In regard to the Conservation Futures Citizen Committee who made the recommendations he questioned who is suffering from conflicting views on how to bring the overall procedures into what they described as a fair and more equitable way to



evaluate projects? He urged the Board to look into the issues raised by the spokespersons. Of the projects that were proposed, he endorses Janet's statements about the Tarboo project. Mr. Smothers has donated many hours to the Northwest Watershed Institute (NWI), planting trees, pulling weeds, going on outings and identifying native plants in that area. His family has a tradition of watching the salmon come up the Tarboo Creek every Thanksgiving. He urged the Board to consider their proposal.

Owen Fairbanks, Port Townsend: Stated he appreciates the work everyone has put into this program which has been going for many years. He addressed Raven and John Woods' concerns and mentioned that it pertained to County and State ordinances and he would not speak to those issues. He does not want to point out concerns mentioned earlier regarding the Jefferson Land Trust (JLT). Mr. Fairbanks stated that he is a volunteer of JLT, and when landowners come to them with concerns regarding their property, the JLT works with them. He stated that the JLT abides by their clear and public criteria and what they see as important. He also pointed out that the JLT works with the land owners and potential funding agencies like Conservation Futures and others to get matched. Mr. Fairbanks stated that it was an open process and that JLT was required by Conservation Futures to rank the applications. The way it is currently set up, there are no other organizations in a position or interested in being a sponsor for applications, so it's not that they're insisting on being the only one, but that seems to be where they are. He would like to think they're open with anyone who comes to them. Mr. Fairbanks appreciates the work going into this process and is excited about all the applications for this year. He encouraged the Board to support the committee's recommendations.

Steve Moore, Port Townsend: Stated he is the Board President of the Land Trust and a member of the Conservation Futures Citizens Oversight Committee (CFCOC) as well. He is part of the assessment and evaluation and recommendation of various projects that come up. Mr. Moore has been on the committee for six years and has seen how many people are involved and how long these projects can take to get to fruition. Anything that involves the CF committee is undertaken according to the rules and the way the committee has worked in the past and currently works. These projects have come to fruition this year and have been ranked and recommended. He urged the Board to support all of the recommendations. He suggested that if there is problems with the way the committee works, that topic should be handled separately. He believes it would be wrong to hold the projects hostage while the committee issues are sorted out. Mr. Moore reiterated that all 4 projects are good and deserve the Board's support and to look into committee issues separately.

Keith Lazelle, Quilcene: Stated he was recently elected to the Board for the Northwest Watershed Institute and has walked through the headland forest areas and the headwaters surrounding Tarboo Creek. He commented that the waters are pure as can be throughout the second growth forests. He believes it would be beneficial not to log that area due to sediment that could be created. Mr. Lazelle believes the salmon restoration project in the valley would also benefit from the headwaters not being logged as well. He is in support of the Tarboo project.

Peter Bahls: Stated he is the Director of the Northwest Watershed Institute. He thanked the Commissioners and the Conservation Futures Citizens Oversight Committee (CFCOC) members for their work. He stated that he has been involved in writing hundreds of grant applications over the past 20 years to State, Federal, County and Foundations. He mentioned that there is no perfect grant proposal

**DRAFT**

process and if you were to drill into any of them, you could find problems. He observed that he has never seen a grant process as rigorous, fair and good as the Conservation Futures Citizens Oversight Committee. Most grant processes have a written proposal or they may have a field review or an oral presentation of 20 minutes. The Conservation Futures process has all three parts of that included in the process. He pointed out that the CFCOC ranking process is very open. It is a public meeting and very transparent. All scores are posted on the board and it's a lot of work for the committee members. He doesn't know if it would work if there were around 30-40 projects, usually there is a half dozen or so. From his experience working on grants, he believes it is a really good process. He has some problems with the scoring of things, but overall he thinks it is good. He has read Raven's letter and the County's response. In his opinion, he believes the County's response adequately addressed the issues that Raven had brought up, and that other committee members probably feel the same way. In terms of the Tarboo Forest project, he elaborated that it was a conservation easement project that would highly restrict logging, but would allow some low impact, selective logging as a part of sustainable forestry. He reiterated that he has been a part of this process for many years and thanked all new and past committee members for their efforts on these projects and stated it was one of the best County programs for conservation.

Raymond Collins, Port Townsend: He spoke on the matter of trust that was previously brought up. He mentioned that there are 9,000 people in the City and 29,000 in the County that are depending on trust. Mr. Collins stated that he wants to speak on behalf of those that could not be at the hearing. He pointed out that he is retired, doesn't have a television and no spare time, which he believes is true of a lot of people. He also stated that there are poor people, and that takes up a lot of time. Mr. Collins mentioned working people who are employed and can't attend the hearing either. He mentioned that because not everyone can attend these types of meetings, they really have to trust with observation. Natural selection forestry is a good idea, and in his opinion, works. He believes that clear cutting needs to stop everywhere due to the siltation and threat to the salmon, along with the viruses from fish pens. He stated everyone has a lot of work to do and are overwhelmed. Mr. Collins does not want to pick on the people who can't be here and stressed that they have to rely on representation. This is a republic, even our County.

Sarah Spaeth, Port Townsend: Thanked the Commissioners and the committee for their hard work in conserving special places in Jefferson County. She stated she is not a lawyer, and so would not speak to the RCW or the County's Ordinance, but her understanding is that the program was designed to protect a whole range of conservation values that we have in our State. Public agencies and not-for-profit organizations are eligible to use these funds and a variety of tools to accomplish these goals. She wanted to impart that she believes the Land Trust is a vehicle for the community. Landowners come to the Land Trust to see their family farm or forest protected forever. They then voluntarily enter into a conservation easement agreement in perpetuity where they sell the easement to the Land Trust. The Land Trust then has to seek funding. Ms. Spaeth commented that we are so fortunate that the County has this program because it can be a critical demonstration of our community's support, which they then leverage by getting additional public funding from a number of different programs. She pointed out that the Land Trust often times works with landowners for years developing the right tool and right vehicle to help them achieve their goals. They also work with public agencies such as the County and City to accomplish their goals such as open space protection. The Land Trust also works with a lot of partner organizations like the Northwest Watershed Institute, Department of Fish and Wildlife, North Olympic



Salmon Coalition and the Hood Canal Salmon Enhancement Group. She stated that those groups are also working on really important conservation goals, but don't necessarily use the tools that are eligible for funding through Conservation Futures Program, and that's what the Land Trust does. She mentioned that the Land Trust is very proud to be a partner with landowners, the community and other agencies and organizations to accomplish their goals. They support all of the projects that have come forward this year and believes they are all worthy of funding and support from the County.

David Reid, Port Ludlow: Stated he has been associated with the Jefferson Land Trust for many years and wants to add his support to the consideration of the projects. He mentioned there is so much good work being done in conjunction with the County's interests and the citizens' interests and it's worth supporting. There is a legacy and its very important and he wants to make sure his voice is added to that support.

Hearing no further testimony, Chairman Austin closed the public hearing.

After discussion and receiving public testimony, the Board concurred to seek legal counsel and make a decision at a later date.

The meeting was recessed at 10:49 a.m. and reconvened at 1:27 p.m. with all three Commissioners present.

DISCUSSION re: Fee Waiver Request: Habitat for Humanity Pre-application Conference to Create Affordable Housing in the Port Hadlock Urban Growth Area; In the Amount of \$875; (Continued from June 17, 2013): Department of Community Development (DCD) Director Carl Smith stated his staff has been looking into other possible funding for fee waiver requests. He spoke with Geoff Crump of OlyCAP and they concurred that the use of 20/60 funds would work great for these types of requests, and that there should be a system where organizations can apply for these types of funds in the future. Mr. Crump will bring this topic up at the next OlyCAP meeting.

Chairman Austin stated he believes it is the County's responsibility to provide for low income housing. County Administrator Philip Morley stated if the pre-application and/or building fees were waived for Habitat for Humanity, it would pave the way for other organizations that fit the same criteria. This would lead to the question of affordability for the County. Habitat for Humanity staff stated they believed that not a lot of other organizations would follow suit.

County Administrator Morley asked if a Habitat for Humanity-built house sells, would a portion of the proceeds come back to Habitat for Humanity? Habitat for Humanity staff stated a portion would come back.

County Administrator Morley stated they will be looking into the fiscal impacts that granting these types of fee waiver requests would have on the County. Commissioner Sullivan commented that he will be at the next OlyCAP meeting later this week. All the Commissioners would like to assist low income housing, however, the Board concurred to look into other funding options and make a decision at a



later date.

 **DRAFT**

Letter of Support re: USDA Grant Program: Commissioner Sullivan moved to direct the Commissioner's Office staff to prepare a letter of support for the USDA Rural Business Opportunity Grant Program. Commissioner Johnson seconded the motion which carried by a unanimous vote.

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

Calendar Coordination

- Chairman Austin will be in Washington D.C. at a lobby meeting regarding renewable energy on June 25-27, 2013
- County Administrator Philip Morley will represent the Board of County Commissioners (BOCC) at a JeffCom Administrative Board meeting on June 27, 2013
- Integrated Watershed meeting on June 28, 2013
- Meeting on Hood Canal Coordinating Council (HCCC) to be determined
- Chairman Austin and Commissioner Johnson will be attending a Washington State Association of Counties (WSAC) and Timber Counties meeting with Commissioner Goldmark on July 2, 2013
- Commissioner Johnson will be attending an Olympic Region Clean Air Agency (ORCAA) meeting on July 10, 2013
- All 3 Commissioners will be attending a Hood Canal Coordinating Council (HCCC) Retreat on July 10, 2013
- There will be a Director and Elected Officials Quarterly meeting on July 22, 2013
- Chairman Austin will be attending a JeffCom meeting on July 25, 2013
- July 26, 2013 County Administrator Philip Morley will be attending a Jefferson-Port Townsend Response Emergency Planning (JPREP) meeting in place of Chairman Austin
- July 29, 2013 there will be no Board of County Commissioner (BOCC) meeting
- There is a tentative HCCC meeting scheduled for August 2, 2013
- Breakfast meeting at the Jefferson County Library on August 7, 2013

Miscellaneous Issues

- State Budget
- 2nd Quarter
- Courthouse security
- Request for proposals for Hargrove Fund
- JeffCom: MOU license
- American Farmlands Trust
- Rural Business Opportunity Grant – Resource Conservation and Development (RC&D) – Agriculture strategy, Agriculture Advisory Committee letter
- Fee waiver
- Audio
- Strategic Plan



DRAFT



NOTICE OF ADJOURNMENT: Commissioner Johnson moved to adjourn the meeting at 3:41 p.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

Carolyn Avery
Deputy Clerk of the Board

David Sullivan, Member