



DRAFT

MINUTES

Regular Meeting of the Intergovernmental Collaborative Group (ICG)

Thursday, November 17, 2022 at 5:00 p.m.

Hybrid Meeting: 355 Hudson St. Port Townsend, WA 98368

WELCOME AND CALL TO ORDER: Rotating Chair/Port of Port Townsend President Pam Petranek called the Intergovernmental Collaborative Group (ICG) to order at 5:03 p.m. She provided an overview of the meeting and conducted roll call.

Jefferson County Board of Commissioners:

Chair Heidi Eisenhour, Commissioner Greg Brotherton and Commissioner Kate Dean.

Staff present: County Administrator Mark McCauley, Public Works Director Monte Reinders, and Central Services Director Chris Goy

Port Townsend City Council:

Deputy Mayor/Councilmember Amy Howard, Councilmember Monica MickHager, Councilmember Ben Thomas, Councilmember Owen Rowe, Councilmember Aislinn Diamanti and Councilmember Libby Wennstrom

Staff present: City Manager John Mauro

Jefferson County Public Utility District (PUD) No. 1:

President/Commissioner Kenneth Collins, Commissioner Dan Toepper and Commissioner Jeff Randall.

Staff present: PUD General Manager Kevin Streett and Broadband and Communications Director Will O'Donnell

Port of Port Townsend Board of Commissioners and staff:

President/Commissioner Pam Petranek, Commissioner Pete Hanke, Commissioner Carol Hasse

Staff present: Executive Director Eron Berg

PUBLIC COMMENT PERIOD: No comments received.

REVIEW AND APPROVE SPECIAL MEETING MINUTES OF AUGUST 18, 2021: Member Hanke moved to approve the Special Meeting Minutes of August 18, 2022 as presented. Member Brotherton seconded the motion. The motion carried.

INFRASTRUCTURE PRIORITIES OF REGIONAL SIGNIFICANCE: The following individuals at Jefferson County, the City of Port Townsend, the Port of Port Townsend and the PUD provided the comments:

Jefferson County:

Public Works Director Reinders commented on the following:

- Port Hadlock Sewer Project
- Olympic Discovery Trail (ODT)
- Jump! Playground at HJ Carroll Park
- Six-Year Transportation Improvement Plan (TIP); upcoming hearing

Commissioner Dean added that there will be a new YMCA childcare facility coming soon.

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Port of Port Townsend:

Executive Director Berg commented on the following:

- Point Hudson project update
- Flood Protection project
- Boat Haven expansion and breakwater projects
- Discovery Bay (Gardiner) boat launch
- Quilcene Boat launch, parking and facilities
- Port Townsend Airport; connect taxi way, terminal building and restroom

PUD:

Manager Kevin Streett commented on the following:

- Water consolidation in South County
- Seeking grant funding for infrastructure projects
- Thanked everyone for coordination during last major power outage
- Broadband projects are moving forward

Commissioner Collins noted that AMI meters are coming soon.

City of Port Townsend:

City Manager Mauro commented on the following:

- Discovery Road bike and pedestrian facilities
- Gaines St. pump station
- Walnut St. renovation
- Capital Facilities Plan; currently being drafted
- Mountain View Commons and Golf Course
- Legislative requests
- Olympic Discovery Trail (ODT)
- Intersection at Port Townsend Paper Mill; cleanup
- Assess climate change risks
- Financial Sustainability Taskforce

HOUSING DISCUSSION: Jurisdiction Updates Since the Last Special ICG Meeting (August 18, 2022): ICG members listened to housing updates provided by the following:

Jefferson County:

- OlyCAP - Caswell-Brown update
- Habitat for Humanity - Mason St. Project
- OlyCAP - 7th Haven update

Port of Port Townsend:

- Accompanied live-aboard tenants/marine workers

PUD:

- Housing needed for employees

City of Port Townsend:

- Code updates to assist housing needs
- Hiring a Long-Range Planner
- 1590 Supplemental RFP process starting
- 2021 Projects Report
- 5-Year Plan

ICG PRIORITIES FOR 2023: ICG members discussed 2023 priorities. Commissioner Eisenhower started off the conversation by stating that she hopes that everyone can finish projects already in the queue. Commissioner Hanke suggested performing deeper dives into current projects. Other comments included:

- Federal funds available for shovel-ready projects
- Quilcene Water System; septic and review challenges
- Fort Worden Public Development Authority (PDA)
- North Olympic Development Council (NODC) Re compete Grant
- Solar grid potentials
- Resiliency planning
- Legislative meetings with ICG entities
- Composting toilets/restroom facilities
- Solutions needed re: Energy, economy and the environment

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GENERAL REPORTS: ICG members listened to general reports provided by the following:

Jefferson County:

- 2nd year of Biennial Budget
- Revenue is looking good
- Thankful for collaboration through ICG
- ARPA Fund update
- Hiring update
- Legislative update

Port of Port Townsend:

- Updating Jefferson County Marine Trades Impact Study

DISCUSSION re: DRAFT ICG RESOLUTION ESTABLISHING A MULTI-GOVERNMENTAL PROCESS FOR COLLABORATING ON ISSUES OF MUTUAL IMPORTANCE: Port of Port Townsend Executive Director Berg explained the need for reviewing and updating the draft resolution. ICG members agreed to the following changes: 1) Section 1: Strike the sentence re: COVID-19; 2) Section 3: Add hybrid meetings and the Port Pavilion address; and 3) Section 4: Modify sentence with reform ICG language. Staff will incorporate edits and distribute to the administrators of each agency for individual Board adoption of the document.

NEXT STEPS AND FUTURE AGENDA ITEMS: The ICG members noted they would like to discuss 2023 priorities during a future meeting.

ADJOURNMENT: Rotating Chair Petranek thanked everyone for attending the meeting and adjourned at 7:07 p.m. until the next regular meeting or special meeting as properly noticed.

Carolyn Gallaway
Jefferson County Clerk of the Board

Date