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BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of December 8-12, 2025

EXECUTIVE SESSION – December 5, 2025 at 4 p.m.

The Board convened in open session at 4 p.m., on December 5, 2025, to discuss litigation. Present were Commissioners Ozias, French and Johnson, Administrator Mielke, Prosecuting Attorney's Office Nichols and Boughton, Sheriff's Office King, Biasell, and Wenzl, Finance Department Lane, District Court I Judge Neupert and Williams

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review The performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110.

ACTION TAKEN: CRJm to executive session for 1 hour, CMOs, mc

The Board recessed into executive session at 4:02 p.m.

The Board convened in open session at 5:03 p.m. and CMF noted no action will be taken

The meeting concluded at 5:03 p.m.

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, December 8, 2025. Present were Commissioner Ozias and French and Administrator Mielke. Commissioner Johnson was excused.

Items of discussion per the agenda published December 4 were:

- Calendar/Correspondence
- Discussion with Department of Transportation regarding Highway 101 Projects
- Resolution reappointing Paul Cunningham and Tia Skerbeck to the Board of Health
- Resolution appointing Lissy Andros to the Lodging Tax Advisory Committee
- Update regarding District Court I intention to use funds to retain independent legal advice
- Pre-application questionnaire with Department of Agriculture for 2025-2027 Fairs Capital Projects (2nd call)
- Agreement with Clallam Conservation District for Clean Water District Pollution Identification and Correction Program for outreach, education, and pollution correction
- Review and request to approve the 2025-2027 Homeless Program Funding recommendations
- Agreement amendment 1 with Department of Transportation for Dungeness National Wildlife Refuge Access Improvements Project
- Agreement amendment 1 with Department of Transportation for the Clallam Slough Bridge Replacement Project
- Agreement amendment G with Anchor QEA LLC for the Dungeness Off-Channel Reservoir Project
- Briefing and call for hearing to be held on Tuesday, January 6, 2026 at 10:30 a.m. regarding Ordinances amending and adding section to Chapter 5.100, Consolidated Fee Schedule – amending 300-A Planning Division Services Fees and 310-A and 310-B Building Division Fee Schedule **AND** adding 310-C Building Division
- Agreement amendment 2 with Peninsula Housing Authority regarding American Rescue Plan Act Funds ARPA to cancel award
- Discussion and next steps to reallocate American Rescue Plan Act Funds ARPA
- Recompete data report
- Agreement with Tyler Technologies for new accounting system
- Added: Criminal Justice discussion

The meeting concluded at 12:52 p.m.

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REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, December 9, 2025. Also present were Commissioner Ozias and Administrator Mielke. Commissioner Johnson was excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CMOm to adopt the agenda as presented, CMFs, mc

PUBLIC COMMENT

- Mark Curtis, Sequim, commented on item 1f
- Ed Bowen, Clallam Bay, commented on item Washington State Department of Transportation, Commissioner Forum, SB 356
- Glen Parker, Sequim, commented on Charter Review Commission, Clallam Conservation District, non-governmental organizations, integrity
- Karin Cummins, Sequim, commented on item 4a
- John Worthington, Sequim, commented on item 1e
- Jeff Tozzer, Sequim, commented on item 1a

CONSENT AGENDA – Any Commissioner may remove items for discussion

1a Approval of vouchers for the week of December 1

The Following warrants and electronic payments are approved for payment:

Accounts Payable:	Total
Warrant numbers: 9946977-9947041	\$3,309,743.48
Electronic payments dates: n/a	\$0.00
Total Accounts Payable:	\$3,309,743.48

1b Approval of minutes for the week of December 1

1c Resolution reappointing James Mraz to the Trails Advisory Committee

1d Resolution closing the Juvenile & Family Services Petty Cash Fund

1e Letter of support for Makah Tribe's Hoko Hatchery Water Diversion and Intake Structure Upgrade Project

1f Resolution reallocating emergency housing/shelter needs to the City of Sequim, as part of the periodic updated of the Comprehensive Plan RCW 36.70A

1g Approve the 2025-2027 Homeless Program Funding recommendations

ACTION TAKEN: CMOm to approve the consent agenda as presented, CMFs, mc

REPORTS AND PRESENTATIONS

- CMO reported on State Audit meeting, Animal update, Salish Behavioral Health Organization,
- CMF reported on Amazon project

HEARING(S)

4a Consideration of resolution adopting the following debatable emergencies:

Law Library – Additional funding needed as online subscription costs were higher than anticipated following transition of Law Library resources to fully online/\$5,000

Sheriff-Animal Control – Earlier this year, 8 llamas with babies and 89 poultry were seized in a neglect case, and their care costs exceeded the Sheriff's Animal Control budget/\$13,665

Sheriff-Operations – The aging livescan fingerprint system used for background checks and registrations is failing and no longer supported, so capital funding is needed for a one-time replacement of the hardware and software/\$8,000

General Fund Reserves

- 2024 Shared services cost allocation true up/\$24,239
- 2024 Shared services cost allocation true up/-\$413,697

Multiple Funds – 2024 Shared services cost allocation true up/\$413,697

Superior Court-Dispute Resolution – Additional funding is requested due to higher than anticipated costs/\$3,500

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- Mark Lane, Chief Financial Officer, provided a staff report

ACTION TAKEN: CMOm to open the public hearing, CMFs, mc

- The following provided testimony:
 - John Worthington, Sequim
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CMOm to close the public hearing and adopt, CMFs, mc

CONTRACTS AND AGREEMENTS

2a Agreement amendment with Public Works for 2025 Lodging Tax Funding

ACTION TAKEN: CMOm to approve, CMFs, mc

2b Agreement amendment 1 with Department of Transportation for Dungeness National Wildlife Refuge Access Improvements Project

ACTION TAKEN: CMOm to approve, CMFs, mc

2c Agreement amendment 1 with Department of Transportation for the Clallam Slough Bridge Replacement Project

ACTION TAKEN: CMOm to approve, CMFs, mc

BUDGET

3a Resolution for consideration to adopt the following budget reductions:

Multiple Funds – 2024 Shared services cost allocation true up/\$24,239

ACTION TAKEN: CMOm to adopt, CMFs, mc

3b Resolution for consideration to adopt the following budget revisions:

Parks & Facilities-Capital Projects – Actual Clallam Bay Park Beach Ramp project costs exceeded the amount budgeted/\$1,769

HHS-Environmental Health

- The HHS Environmental Health budget is being adjusted to fund septic-system–related projects, including materials for public meetings, a countywide mailing on inspection requirements, and rain and safety gear for field staff/\$17,100
- The HHS Environmental Health budget is being adjusted to fund a capital purchase of a venting unit for the water lab to safely process chemical-based samples/\$9,500
- The HHS Environmental Health budget is being adjusted to fund about \$7,000 in pending homeowner septic system incentive applications/\$7,000

- **ACTION TAKEN: CMOm to adopt, CMFs, mc**

3c Resolution for consideration to adopt the following supplemental appropriations:

Superior Court – Superior Court amended its contract with Salish Behavioral Associated Health Services Organization to receive an additional \$3,000 in CJTA funds (Criminal Justice Treatment Account) for therapeutic court improvements from July–December 2025/\$3,000

ACTION TAKEN: CMOm to adopt, CMFs, mc

PUBLIC COMMENT

- Karin Cummins, Sequim, commented on making public comment, Law Library, True-up, Veterans
- Eric Fehrmann, Sequim, commented on responding to questions, Law Library
- Mark Curtis, Sequim, commented on small businesses, homeless
- Ed Bowen, Clallam Bay, commented on SB 356, HR 2388 Elwha Watershed
- John Worthington, Sequim, commented on his family, Jake Seegers, West Law, recall petitions
- Denise Lapio, Sequim, commented on the trinity United Methodist Church allocation, Law Library, Sheriff's Office reductions, public safety
- Jeff Tozzer, Sequim, commented on Amazon sewer, Towne Road Project, Charter Review Commission

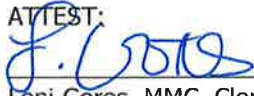
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The meeting concluded at 11:32 a.m. and continued until Monday, December 15, 2025, at 9 a.m.

The Board of Commissioners attended a WSAC Virtual Update, Coffee with Colleen, KONP Radio Show and KSQM Radio Show during the week of December 8, 2025.

PASSED AND ADOPTED this 16th day of December 2025

ATTEST:



Loni Gores, MMC, Clerk of the Board

BOARD OF CLALLAM COUNTY COMMISSIONERS



Mike French, Chair



Randy Johnson



Mark Ozias

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke
CMO Commissioner Mark Ozias
CRJ Commissioner Randy Johnson
CMF Commissioner Mike French

m moved
mc motion carried
s seconded

