



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – April 1, 2024 at 9:00 a.m.

This is a Hybrid meeting: Virtual and In-Person Attendance at
Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

Kate Dean, District 1 - Chair | Heidi Eisenhour, District 2 | Greg Brotherton, District 3

To view Agenda items, meeting materials and comments received, click here: www.co.jefferson.wa.us – Services – Laserfiche Web Portal (username and password is: public)– Board of County Commissioners – BOCC Agenda Packets – 2024 Weekly Agenda Items – Month of the meeting – Day of the meeting

You can join this meeting by using the following methods:

- | |
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| <ul style="list-style-type: none">• Zoom Meeting: https://zoom.us/j/93777841705
This option will allow you to join the meeting live. You will need to enter an email address. If you wish to provide public comment, click on the hand icon at the bottom of the screen to “raise your hand.”
Participation will be up to the Chair and Clerk |
| <ul style="list-style-type: none">• Audio-only: Dial: 1-253-215-8782 and use Webinar ID: 937-7784-1705#
This option will allow you to listen to the meeting live. If you wish to provide public comment, press *9 to “raise your hand.” Participation will be up to the Chair and Clerk
Access for the hearing impaired can be accommodated using Washington Relay Service at 1-800-833-6384. If you need special accommodations, please contact our office 24 hours in advance. |
| <ul style="list-style-type: none">• In-person: You are welcome to join this meeting in-person. |

In the event of technical difficulties, at least one of the methods above will be accessible to the public. Please try all methods first before calling 360-385-9100 to report any issues.

Individuals may provide Public Comment using the following methods:

- Video: Refer to meeting instructions above
- Audio-only: Refer to meeting instructions above
- Email: You may submit comments/correspondence to us at: jeffbocc@co.jefferson.wa.us up through 11:59 p.m. the day before the meeting.

Public Comment Periods are dedicated to listening to the public. Each person may address the Board one time during these periods. To ensure equal opportunity for the public to comment, all comments shall be limited to 2 or 3 minutes per person, depending on the volume of public in attendance. Some Agenda items may have additional Public Comment Periods – these comment periods are for listening to comments specific to that Agenda item. The Chair may add additional Public Comment Periods throughout the meeting.

9:00 a.m. **CALL TO ORDER**

9:01 a.m. **PUBLIC COMMENT PERIOD – ALL TOPICS** – 5 received.

09:11:56 AM (00:12:14) Commissioner Dean responds

[09:16:31 AM \(00:16:48\)](#) another comments received.
PC closed

No set time **APPROVAL AND ADOPTION OF THE CONSENT AGENDA:**

(Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners.)

1. **AGREEMENT** re: Investment Custody Services: In the Amount of \$4,000; Jefferson County Treasurer; Principal Bank
 
2. **AGREEMENT** re: Laundry Vouchers Program from February 20, 2024 through June 30, 2024; In the Amount of \$6,000; Jefferson County Public Health; Mom's Laundromat
 
3. **AGREEMENT** re: **Amendment No. 3** re: Community Navigator Assessment; In the Amount of \$25,000; Jefferson County Public Health; VillageReach
 
4. **RESOLUTION** re: In the Matter of Approving the Equipment Rental and Revolving Fund Rental Rates for the 2024 Calendar Year
 
5. **RESOLUTION** re: In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus and Authorize Disposal
 
6. **ADVISORY BOARD APPOINTMENT** re: Solid Waste Advisory Committee (SWAC); Citizen At Large; Two Year Term to expire April 1, 2026; Phil Sonne
 
7. **ADVISORY BOARD APPOINTMENT** re: Olympic Area Agency on Aging; Three-Year Term Expiring April 1, 2027; Jeanette M. Siburg
 
8. **ADVISORY BOARD APPOINTMENT** re: Intellectual/Developmental Disabilities Advisory Board; Unexpired Three-Year Term to expire June 22, 2026; Kathy Morgan
 
9. **ADVISORY BOARD APPOINTMENT** re: Housing Fund Board; Unexpired Two Year Term to Expire December 31, 2026; Audrey Morford
 
10. **APPROVAL OF MINUTES:** Regular Meeting Minutes of March 25, 2024
 
11. **Payment of Jefferson County Vouchers/Warrants** Dated March 25, 2024 Totaling \$364,463.46



REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

No set time **PROCLAMATION** re: Proclaiming April 1, 2024 as National Public Health Week



Apple Martine, Public Health Director

No set time **PROCLAMATION** re: Proclaiming the Month of April as National County Government Month



Mark McCauley, County Administrator

09:34:23 AM (00:34:41) **COMMISSIONERS BRIEFING SESSION**

HE briefs on solid waste disposal, and calendaring

09:39:25 AM (00:39:43)

KD briefs on FAC and Transit Climate committee.

09:42:55 AM (00:43:12)

MM briefs on his schedule of meetings he attended.

9:45 a.m. **MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE**

09:59:23 AM (00:59:40) WB shared on training and summer environmental emergency for fire 4.10.24 530 to 7 at Finn River free for how to deal with environmental smoke and fire emergency.

Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director

10:02:28 AM (01:02:45) recess to 10:15 p.m.

10:15 a.m. **PRESENTATION** re: 2024 Workplan for Central Services



Tracy Coleman, Central Services Director presented for Central Services.

10:24:19 AM (01:12:46) Q&A

10:38:11 AM (01:26:38) Fleet presents; Josh on financials and 2024 plan.

10:49:18 AM (01:37:45) Current Capital Planning

10:56:49 AM (01:45:16) part 2 of current Capital Planning

11:07:26 AM (01:55:53) HE on all capital plans and using environmentally friendly.

RECESS at 11:15 until 1:31 p.m.

AFTERNOON SESSION

[01:31:39 PM \(02:04:33\)](#) back in session with KD and HE

1:30 p.m. [WORKSHOP](#) re: New Burn Restriction Model



[02:20:13 PM \(02:53:07\)](#)

Phil Cecere, Building Officer/Fire Marshal
Brian Tracer, Assistant Chief, EJFR
Don Svetich, Assistant Chief, Quilcene Fire

2:30 p.m.- 3:00 p.m. [CLOSED SESSION](#) with County Administrator and Human Resources Director to Discuss Collective Bargaining, Professional Negotiations, or Grievance or Mediation Proceedings, or to Review the Proposals Made in Negotiations or Proceedings While in Progress, not Subject to the Open Public Meetings Act, as Outlined in RCW 42.30.140(4)(b)

[02:30:52 PM \(03:03:46\)](#) back at 3:00 no action so no further action

[COMMISSIONERS BRIEFING SESSION - continued](#) the Commissioners and MM continued their calendar briefing.

[ADDITIONAL DISCUSSION ITEMS](#)

- Aquatic discussions- Staff to send out list

[ADJOURNMENT](#) at 3:01 p.m.

COMMISSIONERS MEETING SCHEDULE The Week of April 1, 2024

A snapshot of the meetings the Commissioners will be attending this week are notated below. If you would like to get more information on these meetings, please contact the Commissioners' Office at 360-385-9100 or send us an email at: jeffbocc@co.jefferson.wa.us

Monday, April 1, 2024

9:00 a.m. BOCC Meeting – (Hybrid) Board

12:00 p.m. Washington State Association of Counties – (Virtual) Heidi

Tuesday, April 2, 2024

6:00 p.m. Jefferson Marine Resources Committee – (Virtual) Heidi

Wednesday, April 3, 2024

10:00 a.m. Olympic Area Agency on Aging – (Virtual) Heidi

10:00 a.m. Climate Survey Chimacum – Kate

Agenda: April 1, 2024

12:00 p.m. RECOMPETE Meeting - Kate

Thursday, April 4, 2024

1:00 p.m. Puget Sound Partnership – Kate

3:00 p.m. Jefferson County Parks and Recreation Advisory Board Meeting - (Virtual) Heidi

Friday, April 5, 2024

12:30 p.m. KPTZ – Heidi

2:00 p.m. Jefferson County Forestry Meeting - Heidi

The County has various Boards and Committees that are subject to the Open Public Meetings Act (OPMA). Agendas for those meetings will be posted to the Jefferson County website calendar 24 hours prior to the start of the meeting. The Agendas will contain information on how to provide public comment, meeting access, and meeting materials (if available).

For more information, go to: www.co.jefferson.wa.us – Services – Laserfiche Web Portal (username and password is: public) – Board of Commissioners – Boards & Committees or click on the Calendar tab on the home page of the website.

COMMISSIONERS MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request