



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, September 23, 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 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**

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. **CALL FOR BIDS** re: Phase 4 – Stage 2 On-site Grinder Pump Installation for the Port Hadlock Urban Growth Area
 
2. **AGREEMENT** re: Economic Incentive Program to Encourage Energy Efficiency for Local Industry with New C-Pacer Program; In the Amount of \$110,000; DCD; Washington State Department of Commerce; U.S. Department of Energy
 
3. **AGREEMENT** re: Stock Energy Efficient House Plans to Incentivize Residential Sector; In the Amount of \$253,000; DCD; Washington State Department of Commerce; U.S. Department of Energy
 
4. **AGREEMENT** re: Fire Prevention Mobile; In the Amount of \$6,699; DCD; Tyler Technologies
 
5. **AGREEMENT** re: Phase 4 – On-site Grinder Pump Design, Construction, and Engineering Support – B&R Mobile Home Park and Northwest Wooden Boat School; In the Amount of \$366,300; Public Works; BHC Consultants
 
6. **AGREEMENT** re: Noxious Weed Control; In the Amount of \$47,090; WSU Extension; Department of Ecology – Washington Conservation Corps
 
7. **AGREEMENT** re: HVAC Upgrade for the Jefferson County Jail, Emergency Operations Center, and JeffCOM; In the Amount of \$59,100.62; Central Services; Northwest Control Contractors LLC
 
8. **AGREEMENT** re: Courthouse Elevator Modernization; In the Amount of \$397,600.01; Central Services; Thyssen Krupp Elevator
 
9. **AGREEMENT** re: Emergency Vehicle Operations Course (EVOC) Training; In the Amount of \$2,500/year; Sheriff's Office; Kitsap County
 
10. **AGREEMENT, Amendment No. 8** re: Lower Big Quilcene Floodplains Acquisition; No change in amount; Public Health; Washington Recreation and Conservation Office
 
11. **LETTERS of SUPPORT (2)** re: Mason County PUD No. 1's Grid Resiliency Projects:
1) Seal Rock OH to URD Line Conversion; and 2) Jorstad Substation
 
12. **APPROVAL OF MINUTES:** Regular Meeting Minutes of September 16, 2024 and Special Meeting Minutes of September 16, 2024 (Joint City/HTTF)
 

13. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated September 16, 2024
Totaling \$1,893,993.05



14. **APPROVAL OF PAYROLL WARRANTS:** Dated September 5, 2024 Totaling \$182,575.58



REGULAR AGENDA:

9:45 a.m. **WORKSHOP** re: The Production Alliance Events Proposal

Mark McCauley, County Administrator
Daniel Milholland, The Production Alliance

10:15 – 10:30 a.m. **CLOSED SESSION** with County Administrator and Human Resources Director;
To discuss that portion of a meeting during which the governing body is planning
or adopting the strategy or position to be taken by the governing body during the
course of any collective bargaining, professional negotiations, or grievance or
mediation proceedings, or reviewing the proposals made in the negotiations or
proceedings while in progress, exemption as outlined in the Open Public Meetings
Act, RCW 42.30.140(4)(b)

10:45 – 11:15 a.m. **EXECUTIVE SESSION** with the County Administrator, Civil Deputy
Prosecuting Attorney, re: Actual Litigation; Exemption as Outlined in the Open
Public Meetings Act, RCW 42.30.110(1)(i)

**DISCUSSION, POTENTIAL ACTION with PUBLIC COMMENT re:
TOPIC OF THE EXECUTIVE SESSION**

No set time **COMMISSIONERS BRIEFING SESSION**

No set time **RECESS**

12:00 p.m. **QUARTERLY ELECTEDS AND DIRECTORS' COORDINATION
MEETING**

- Roundtable discussion/Department updates

1:30 p.m. **AFTERNOON SESSION**

2:00 p.m. **BRIEFING** re: 2025 Annual Road Program, Draft 2025-2030 Jefferson County
6-Year Transportation Improvement Program (TIP), and 2024 Bridge Condition
Report
<https://storymaps.arcgis.com/stories/1c0a507adb6645c096989c0919147bf8>

Monte Reinders, Public Works Director
Eric Kuzma, Assistant Public Works Director

No set time **WORKSHOP** re: State of the Road Fund and Transportation Benefit Districts (TBDs)  

Monte Reinders, Public Works Director
Eric Kuzma, Assistant Public Works Director

No set time **DISCUSSION and POTENTIAL ACTION** re: Water Utility Coordinating Committee (WUCC) Appointment of Position No. 7 and a BOCC Member as Alternate for Position No. 1  

Brent Butler, DCD Chief Strategy Officer

No set time **ADDITIONAL DISCUSSION ITEMS**

ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE The Week of September 23, 2024
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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, September 23, 2024

9:00 a.m. BOCC Meeting – Board
12:00 p.m. Electeds and Directors Coordination Meeting – Board
6:00 p.m. Transit Virtual Open House - Heidi

Tuesday, September 24, 2024

1:00 p.m. Clallam Emergency Preparation Convo – Heidi
1:00 p.m. Jefferson Transit Authority Climate Action Plan Monthly Meeting - Kate
3:00 p.m. Jefferson Community Foundation Open House – Heidi
7:00 p.m. State Lands Virtual Prezo - Heidi

Wednesday, September 25, 2024

9:00 a.m. Jumping Mouse Leadership Meeting – Heidi
9:00 a.m. Forest Service NOGA Cooperating Agency: Small Group Meeting – Heidi
11:00 a.m. DNR Encumbered Lands Workgroup – Lands Pool Benefits Discussion - Heidi
2:30 p.m. Housing Fund Board – Greg
4:00 p.m. Jefferson Community Foundation - Heidi

Thursday, September 26, 2024

11:00 a.m. Jefferson County Childcare Convening - Kate
3:00 p.m. Solid Waste Advisory Committee Meeting - Heidi
4:00 p.m. Boatyard Barbeque – Heidi
6:30 p.m. Jefferson County Fair Association Working Board Meeting – Kate

Agenda: September 23, 2024

Friday, September 27, 2024

12:30 p.m. KPTZ – Heidi
1:00 p.m. Food Bank Board Meeting – Heidi
3:30 p.m. Tracy Burrows Retirement Party - Kate
4:30 p.m. Retirement Party for Anna McEnery - 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. 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 and click on the Calendar tab.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request