



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – November 27, 2023 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 | Heidi Eisenhour, District 2 | Greg Brotherton, District 3 – Chair

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 – 2023 Weekly Agenda Items – Month of the meeting – Day of the meeting

You can join this meeting by using the following methods:

• 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
• 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.
• Website: www.co.jefferson.wa.us Follow the links under “Quick links,” “Videos of Meetings,” and click on “Today.” This option will allow you to watch the meeting live-streaming, with no participation.
• 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. **WAIVER of FEES** re: Solid Waste Tipping Fee; Safe Disposal of Marine Pollutants Collected on State and County Tidelands in Dabob Bay; In the Amount of \$720; Public Works; Ron and Christy Steckler
 
2. **ADVISORY BOARD RESIGNATION (1) and APPOINTMENT (1)** re: Jefferson County Clean Water District Advisory Council: Resignation; David Steele. Appointment: Lee Steele, Commercial Shellfish Grower
 
3. **ADVISORY BOARD RESIGNATION re:** Jefferson County Civil Service Commission; Dennis Cowan
 
4. **SCHEDULING REQUEST** re: Annual Work Planning and Joint Meeting with the Planning Commission and the Board of County Commissioners
 
5. **Payment of Jefferson County Vouchers/Warrants** Dated November 20, 2023 Totaling \$429,757.34
 

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

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

10:30 a.m. **HEARING** re: 2023-2024 Public Fee Changes for the County Auditor, the County Sheriff, the Public Records Act Administrator, the County Clerk, and the Department of Public Health (Environmental Health)

Philip Hunsucker, Chief Civil Deputy Prosecuting Attorney

Joe Nole, Sheriff  

Brenda Huntingford, Auditor  

Amanda Hamilton, County Clerk  

Pinky Mingo, Environmental Health Director  

Ken Hugonot, Public Records Administrator  

ADDITIONAL DISCUSSION ITEMS

- Board and Committee Vacancies  
- Legislative Update

NOTICE OF ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE

The Week of November 27, 2023

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, November 27, 2023

All Day Out of Office (Greg)
9:00 a.m. BOCC Meeting - Hybrid (Board)

Tuesday, November 28, 2023

9:00 a.m. Public Infrastructure Fund (PIF) Meeting – Courthouse Chambers (Heidi)
11:00 a.m. Jefferson Community Foundation Board Meeting – Zoom (Heidi)
1:00 p.m. Election Certification Meeting – Auditor's Office (Greg & Heidi)
1:30 p.m. Jefferson Transit Authority Board Meeting – Transit Boardroom (Heidi & Kate)

Wednesday, November 29, 2023

8:30 a.m. Budget Meeting (Board)
11:00 a.m. Sewer Operations Meeting – PUD Office (Greg)
2:30 p.m. Childcare Capacity/Family Support Meeting – Zoom (Kate)
2:30 p.m. Special Housing Fund Board Meeting – Courthouse Chambers (Greg)

Thursday, November 30, 2023

All Day Out of Office (Heidi)
10:00 a.m. Municipal Research and Services Center of Washington (MRSC) Meeting (Greg)
6:30 p.m. Jefferson County Fair Board Meeting – Fairgrounds (Kate)

Friday, December 1, 2023

All Day Out of Office (Heidi)
2:00 p.m. North Olympic Peninsula Recompete Meeting – Zoom (Greg)

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
