



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – June 12, 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 – 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

[09:00:34 AM \(00:01:08\)](#) with Deputy County Administrator Chris Goy

ADDITIONAL DISCUSSION ITEMS

- GB announcements June 16, 2023 with DCD.
- Reschedule afternoon workshop.
- Next Monday is Juneteenth Holiday and cancel June 20, 2023 regular meeting due to an Emergent transit meeting. If urgent then a special meeting will be noticed.

9:01 a.m. PUBLIC COMMENT

[09:03:00 AM \(00:03:34\)](#)

1 comment on the Gathering Place re: letter of intent for fairgrounds location building
TT comment on the pool

[09:12:20 AM \(00:12:54\)](#) KD responds

[09:15:30 AM \(00:16:04\)](#) HE responds

[09:17:43 AM \(00:18:17\)](#) GB responds

[May add public comment to the aquatic center discussion](#)

[09:19:06 AM \(00:19:40\)](#) GB announce AV video is not working

[09:19:08 AM \(00:19:43\)](#) 1 comment on the pool, shower and laundry

[09:20:56 AM \(00:21:30\)](#) KD responds

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

[09:22:43 AM \(00:23:18\)](#)

(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. **RESOLUTION NO. _22-23_** re: In the Matter of Determining to Declare Certain Personal Property as Surplus and Authorized Disposal; Jefferson County Central Services
 [↩](#)
2. **RESOLUTION NO. _23-23_** re: Final Approval of the Vacation of a Portion of Gustavsen Road; Jefferson County Public Works
 [↩](#)
3. **AGREEMENT** re: Pavement Markings on Various West Jefferson County Roads; In the Total Amount of \$92,500 (\$18,000 Per Year for Five (5) Years); Jefferson County Public Works; Washington State Department of Transportation (WSDOT)
 [↩](#)
4. **AGREEMENT** re: Interlocal to Provide Student Assistance Services to Increase Substance Abuse Prevention and Mental Health Support; In the Amount of \$23,140; Jefferson County Public Health; Quilcene School District No. 48
 [↩](#)
5. **AGREEMENT** re: Water Quality Monitoring; In the Amount of \$85,065; Jefferson County Public Health; Jefferson County Conservation District
 [↩](#)
6. **AGREEMENT, Amendment No. 1** re: Remedial Investigation and Cleanup Feasibility Study; In the Amount of \$200,000; Jefferson County Public Health; Washington State Department of Ecology

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7. **AGREEMENT** re: Community Navigator Project; In the Amount of \$49,799; Jefferson County Public Health; Olympic Area Agency on Aging (O3A)
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8. **AGREEMENT, Amendment No. 13** re: 2022-2024 Consolidated Contracts; Additional Amount of \$35,651 for a Total of \$4,407,844; Jefferson County Public Health; Washington State Department of Health (DOH)
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9. **AGREEMENT re:** General Terms and Conditions to Govern Work Performed; No Dollar Amount, Services Shared Only; Jefferson County Public Health; Washington State Department of Social and Health Service (DSHS)
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10. **AGREEMENT** re: Update/Maintain the Informational Disability Webpage - JC Choices; In the Amount of \$4,680; Jefferson County Public Health; Cold Pizza/Creative LLC
-  
11. **Payment of Jefferson County Payroll Warrants** Dated June 5, 2023 Totaling \$2,282,090.78 (Records of all claims submitted for payment along with A/P Warrants approved by the Payroll Services Manager are retained in the Jefferson County Auditor's Office.)
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[09:25:54 AM \(00:26:29\)](#) Listen to recording for full motion. KD moved to approve and adopt the consent agenda as presented. HE seconded and passed unanimously.

[09:26:34 AM \(00:27:09\)](#) GB announced special meeting WSAC today at noon.

[09:27:04 AM \(00:27:38\)](#) GB shared screen re: JUMP! Playground

[09:32:27 AM \(00:33:01\)](#) Public comment closed

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION-Proclamations read prior**
Greg Brotherton, Chair, Commissioner District 3
Heidi Eisenhour, Commissioner District 2
Kate Dean, Commissioner District 1

No set time **PROCLAMATION** re: Proclaiming the Week of June 19 - 25, 2023 as Amateur Radio Week; and Amateur Radio Field Days as June 24 - 25, 2023
 
John Ebner, Jefferson County Emergency Management, Logistics & Facilities Coordinator
Dick Illman, President, Jefferson County Amateur Radio Club

[09:41:15 AM \(00:41:50\)](#) Commissioners read aloud proclamation.

[09:43:14 AM \(00:43:48\)](#) KD moved to accept the Proclamation as read. HE seconded. Motion passed

[09:43:33 AM \(00:44:07\)](#) John Ebner, Jefferson County Emergency Management, Logistics & Facilities Coordinator presents

MOTION Listen to recording for motion.

[09:58:38 AM \(00:59:12\)](#) 5 min recess

No set time **PROCLAMATION** re: Proclaiming Sunday, June 19, 2023 to be Juneteenth, a Holiday Commemorating the End of Slavery in the United States



Kate Dean, District No. 1, Jefferson County Commissioner

[09:32:46 AM \(00:33:20\)](#) KD presented proclamation and Commissioners read aloud.

MOTION [09:38:05 AM \(00:38:39\)](#) Listen to recording for full motion. KD moved to approve the Proclamation as read. HE seconded. Unanimous.

[09:58:28 AM \(00:59:03\)](#) The meeting recessed at 9:58 a.m. and reconvened at 10:01 a.m. with all three Commissioners present

[10:02:13 AM \(01:00:08\)](#) Reconvene

10:00 a.m.

[HEARING re: 1\) ORDINANCE NO. _02-0612-23__](#) re: County Fee Policy and Requirements and Public Works, Parks and Recreation Division Fee Schedules, Amending Title 3 JCC, Title 12 JCC, and Appendix Fee Schedules; Repealing and Replacing Ordinance No. 05-0707-14 and Ordinance No. 12-1209-96; and

[2\) RESOLUTION NO. _24-23__](#) re: Adopting a Fee Schedule for Department of Public Works, Parks and Recreation Division; Jefferson County Public Works



[DRAFT ORDINANCE re: Adopting ch 3 80 JCC; Amending ch 12 25 JCC](#)



[DRAFT RESOLUTION re: Adopting a Fee Schedule](#)

Monte Reinders, Jefferson County Public Works, Director/County Engineer
Matt Tyler, Jefferson County Public Works, Parks and Recreation Manager

GB reads open statement for hearing.

[10:05:22 AM \(01:03:16\)](#) BE presented resolution

[10:12:12 AM \(01:10:06\)](#) pg 3 section 4.2.a HE add - **and posted /and updated each year**

[10:14:04 AM \(01:11:58\)](#) pg 8 to pg 9 section 3 period fee review. KD **build that this is an agenda item and not on consent. deliberation in the meeting, not hearing but to be separated somehow. This would be a regular agenda item for the BoCC and not consent. They will amend to add a #4. Only if there is a change that this be on regular.**

[10:18:20 AM \(01:16:15\)](#) GB animal license fees...does BoCC have control – CG confirmed.

[10:20:20 AM \(01:18:15\)](#) BE shared screen for updated verbiage.

[10:26:32 AM \(01:24:26\)](#) GB opened for public testimony

[10:28:40 AM \(01:26:34\)](#) public testimony and hearing is closed.

MOTION [10:29:20 AM \(01:27:15\)](#) Commissioner Eisenhower moved to adopt **ORDINANCE NO. 02-0612-23** re: County Fee Policy and requirements of Public Works parks and recreation division fee schedule amending title 3 of the Jefferson County Code, Title 12 of the Jefferson County Code, and appendix Fee Schedules; Repealing and Replacing Ordinance No. 05-0707-14 and ordinance No. 12-1209-96 as edited. Commissioner Dean seconded the motion which carried by a unanimous vote.

MOTION [10:30:15 AM \(01:28:09\)](#) listened to recording for full motion. Commissioner Eisenhower moved to Adopt a resolution adopting a Fee Schedule for Department of Public Works, Parks and Recreation Division; Jefferson County Public Works. Commissioner Dean seconded the motion which

carried by a unanimous vote.

[10:31:30 AM \(01:29:24\)](#) KD to leave at 4:00 p.m.

[10:31:59 AM \(01:29:53\)](#) COMMISSIONERS BRIEFING

HE briefs

[10:43:13 AM \(01:41:08\)](#) KD brief

[10:55:54 AM \(01:53:49\)](#) GB brief, brief discussion on the Duckabush River Bridge. Water Resources Development Act (WRDA), hybrid meetings in Brinnon on the wifi issue, Floodplain, sea level studies, PUD on the Sewer in South County, GMA? Great American Rail Trail, location for new skate park in Quilcene, and other topics,

[11:22:32 AM \(02:20:26\)](#) to setup a workshop re: funding with BHC/BHACO

[11:24:35 AM \(02:22:29\)](#) Deputy County Administrator Chris Goy provided briefing

[11:30:33 AM \(02:28:27\)](#) Healthier Together Aquatic Center

11:30 a.m.

[BRIEFING](#) re: Healthier Together Aquatic Center and Feasibility Study Update



Kate Dean, District 1, Jefferson County Commissioner

Erica Dunn, Opsis Architecture Senior Associate

Jim Kalvelage, Opsis Architecture Founding Partner

[11:30:33 AM \(02:28:27\)](#) Erica Dunn, Opsis Architecture Senior Associate and Jim Kalvelage, Opsis Architecture Founding Partner attended to present and answer questions from the Commissioners re: community feedback, program elements of importance, program options, estimated costs, site plan options and servicing areas, public funding considerations and next steps. Steering Committee is involved and crunching numbers.

No public comment as briefing extended past the noon hour.

[RECESS](#) until 1:30

[AFTERNOON SESSION](#)

Workshop is rescheduled for 06.26.23

1:30 p.m.

reschedule to 06.26.23 WORKSHOP re: 2023 Overview and Update of Regional Small Farms Program Activity to including Food Access Programming



Kellie Henwood, WSU Jefferson County Extension Regional Small Farms Coordinator

No set time

[BRIEFING](#) re: Solid Waste Advisory Board Recommendations



Monte Reinders, Public Works Director

Al Cairns, Solid Waste Manager

[01:31:28 PM \(03:15:08\)](#) AC attended to brief the Commissioners on fee schedule for Solid Waste.

[01:36:03 PM \(03:19:44\)](#) HE is a non-voting member of SWAC but able to give info.

[01:41:50 PM \(03:25:30\)](#) GB reviewed a letter of support with Fletcher Group inc.

[01:42:20 PM \(03:26:00\)](#) **ADDITIONAL BUSINESS:** HE walked on item: Appointment re: NACo

[MOTION 01:44:05 PM \(03:27:45\)](#) GB moved to appoint HE as JC BOCC primary voting delegate for NACo in 2023. KD seconded

[01:44:23 PM \(03:28:04\)](#) open for public comment

[01:44:51 PM \(03:28:32\)](#) Vote on motion, unanimous

No set time

DISCUSSION re: Gatheringplace Request for a Grant Application Letter of Support



Kate Dean, Commissioner District No. 1

[01:49:50 PM \(03:33:31\)](#) KD opened discussion for Gatheringplace's request for a permanent building at the Fairgrounds.

[MOTION 01:56:27 PM \(03:40:08\)](#) After discussion, Commissioner Eisenhour moved to approve Gatheringplace's request for a grant application letter of support. Commissioner Dean noted that she believes the motion should authorize staff to work on a letter of intent for Gatheringplace at the Fairgrounds. Commissioner Eisenhour stated she amends her motion authorize staff to work on a letter of intent for siting a facility for Gatheringplace at the Jefferson County Fairgrounds. Chair Brotherton seconded the motion which carried by a unanimous vote. The letter will be brought forward for approval by the Commissioners at a later date.

[01:58:44 PM \(03:42:25\)](#) Chris Goy continued briefing

[02:13:12 PM \(03:56:53\)](#) HE calendaring

[02:16:13 PM \(03:59:54\)](#) KD calendaring

[02:19:39 PM \(04:03:20\)](#) HE on masks and training for forest fire season.

[02:23:57 PM \(04:07:38\)](#) GB calendaring

[02:30:38 PM \(04:14:19\)](#) CG calendaring

[02:36:37 PM \(04:20:18\)](#) GB shared the letter HRSA Rural Centers of Excellence Substance Use Disorders. Fletcher Group inc.,

[02:42:51 PM \(04:26:32\)](#) Board's open round table.

[03:05:02 PM \(04:48:43\)](#) sales tax, property tax

Continued - ADDITIONAL DISCUSSION ITEMS

- Calendar Coordination
- KPTZ schedule
- Pet Policy, referenced to the City of Port Townsend
- Training on KN95 masks during wildfires
- Human Services Meeting
- Possible Special Meeting on Tuesday, June 20, 2023, at 1:00 p.m.
- Possible Special Meeting June 21, 2023
- Realtors Association Meeting June 22, 2023, at 10:00 a.m. at Finn River

NOTICE OF ADJOURNMENT at 3:08 p.m.

COMMISSIONERS MEETING SCHEDULE

The Week of June 12, 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, June 12, 2023

9:00 a.m. BOCC Meeting - Hybrid (Board)
12:00 p.m. BOCC Special Meeting - WSAC Virtual Assembly (Board)

Tuesday, June 13, 2023

8:30 a.m. LEOFF I Disability Board SPECIAL Meeting – Courthouse (Greg)
10:00 a.m. Jefferson County Human Service Collaborators Quarterly Meeting – Virtual (Board)
11:30 a.m. Housing Fund Board Special Group Meeting Re: Homeless Shelter Closure – Courthouse (Kate)
1:30 p.m. Climate Change Subcommittee Meeting – Virtual (Kate)
2:00 p.m. Tourism Coordinating Council (TCC) Meeting – Inn at Port Ludlow (Heidi)
2:30 p.m. Quilcene-Brinnon Empowered Teens Coalition Meeting – Virtual (Greg)
3:00 p.m. Climate Action Committee Meeting - Virtual (Kate)

Wednesday, June 14, 2023

10:00 a.m. Olympic Region Clean Air Agency (ORCAA) Board of Directors Board Meeting - Virtual (Greg)
10:00 a.m. State Board of Health Meeting – Olympia (Kate)
10:30 a.m. Jefferson County Strategic Plan Project Team Meeting – Virtual (Heidi)
2:30 p.m. Childcare Capacity / Family Support Meeting – Virtual (Kate)
5:30 p.m. OlyCAP Board Meeting – Port Townsend Office (Greg)
6:00 p.m. Olympic Discovery Trail (ODT) Board Meeting – Virtual (Heidi)
6:30 p.m. Chimacum Grange Meeting – Chimacum (Heidi)

Thursday, June 15, 2023

9:00 a.m. WSAC Broadband Advisory Committee Meeting - Virtual (Greg)
10:00 a.m. Meeting with Adam Bernbaum, Legislative Assistant, Senator Van De Wege - Courthouse (Kate)
12:30 p.m. Puget Sound Partnership Future Scenarios Advisory Group Meeting – Virtual (Kate)
2:30 p.m. Jefferson County Board of Health Monthly Meetings – Hybrid, Courthouse (Board)
6:00 p.m. Jefferson County Fire Commissioners/Secretaries Association Meeting – Brinnon (Heidi/Greg)
6:00 p.m. Jefferson County Fairgrounds Board Burger Party – Fairgrounds (Kate)

Friday, June 16, 2023

8:30 a.m. Healthier Together Monthly Planning Meeting – Hybrid, Port Townsend City Hall (Kate)
11:30 a.m. Jefferson County Coordination Meeting – Virtual (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 – 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.
