



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – February 6, 2023

This is a Hybrid meeting: Virtual and In-Person Attendance

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, 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:

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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 and others can be accommodated using Washington Relay Service at 1-800-833-6384. Access for the sight impaired can be accommodated by calling 360-344-9318. |
| <ul style="list-style-type: none">• 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. |
| <ul style="list-style-type: none">• In-Person: You are welcome to join the meeting in-person. This option may be limited as we are operating at 50% room occupancy at this time. |

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.

9:00 a.m. **[CALL TO ORDER](#)**

9:01 a.m. **[PUBLIC COMMENT PERIOD](#)** – **ALL TOPICS:** *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.*

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. To view comments/correspondence received thus far, 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

[09:02:34 AM \(00:01:57\)](#) Comment

[09:05:56 AM \(00:05:19\)](#) Comment

[09:06:37 AM \(00:06:00\)](#) Comment

[09:08:55 AM \(00:08:19\)](#) Response to comments that mostly pertained to Consent Agenda Items No. 1 and 4.

[09:17:55 AM \(00:17:18\)](#) Comment

[09:21:30 AM \(00:20:54\)](#) Comment

[09:23:49 AM \(00:23:12\)](#) Response to comment (timestamp off)

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. **HEARING NOTICE** re: Consideration of an Uncodified Ordinance Adopting Courthouse Security Standards and Requirements; Hearing Scheduled for Tuesday, February 21, 2023 at 10:30 a.m. Hybrid Meeting: Virtually and in-person in the Commissioners' Chambers at the Jefferson County Courthouse located at 1820 Jefferson St., Port Townsend, WA 98368
 
2. **AGREEMENT** re: Gibbs Lake County Park Caretakers; In the Amount of \$18,887; Jefferson County Public Works; Cher Albright
 
3. **AGREEMENT** re: Grant License for Temporary Use of County Rice Lake Pit Property; In the Amount of \$5,500; Jefferson County Public Works; SB Structures LLC
 
4. **AGREEMENT** re: Justice AV Solutions (JAVS) Safeguard Maintenance Agreement; In the Amount of \$8,167; Justice AV Solutions
 
5. **AGREEMENT** re: 3-Way Professional Services by the Clallam Economic Development Council and Jefferson County, on Behalf of the North Olympic Legislative Alliance (NOLA); In the Amount not to exceed \$13,183; Gordon Thomas Honeywell Government Relations
 
6. **AGREEMENT re:** Transitional Housing Support; In the Amount of \$49,299.84; January 1, 2023 – December 31, 2024; Jefferson County Public Health; OlyCAP
 
7. **AGREEMENT** re: Graphic Facilitated Support at Community Meetings; In the Amount of \$6,051.95; Public Health; Advanced Approach, LLC-DBA/Colibri Facilitation
 
8. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Woodley Place; In the Amount of \$100,000; Jefferson County Administrator; Bayside Housing Services
 
9. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Tiny Homes; In the Amount of \$144,500; Jefferson County Administrator; Bayside Housing Services
 

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10. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Emergency Shelter; In the Amount of \$97,000; Jefferson County Administrator; Dove House
 
11. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Subsidized and Transitional Housing; In the Amount of \$95,000; Jefferson County Administrator; Dove House
 
12. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Haines Street Cottages; In the Amount of \$40,000; Jefferson County Administrator; OlyCAP
 
13. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Caswell-Brown Village; In the Amount of \$100,000; Jefferson County Administrator; OlyCAP
 
14. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Emergency Shelter; In the Amount of \$180,000; Jefferson County Administrator; OlyCAP
 
15. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Pfeffer House and The Nest; In the Amount of \$34,000; Jefferson County Administrator; OWL 360
 
16. **AGREEMENT, Amendment No. 5** re: Civil Service Engineering Services for the Quilcene Complete Streets Project, to Extend the Completion date through December 31, 2023; Jefferson County Public Works; SJC Alliance
 
17. **MINUTES** re: Regular Meeting Minutes of January 17 and 23, 2023; and Special Meeting Minutes of January 25, 2023 (Joint with Planning Commission)
   
18. **Payment of Jefferson County Payroll Warrants** Dated January 5, 2023 Totaling \$2,244,824.92 and A/P Warrants Done by Payroll Dated January 20, 2023 Totaling \$76,450.63 (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.)
 
19. **Payment of Jefferson County Vouchers/Warrants** Dated January 23, 2023 Totaling \$1,551,928.60 (Records of all claims submitted for payment along with vouchers approved by the Board of Jefferson County Commissioners are retained by the Jefferson County Auditor and Public Works Department.)
 

[09:26:00 AM \(00:25:23\)](#) HE moved to approve the Consent Agenda for 2/6/23, KD second, unanimous.

[09:26:28 AM \(00:25:51\)](#) Call for comments, none received.

REGULAR AGENDA:

PROCLAMATION re: Proclaiming Human Rights



Amanda Hamilton, Clerk
Brenda Huntingford, Auditor

[09:27:13 AM \(00:26:36\)](#) BH commented on the Proclamation and supports it.

[09:28:41 AM \(00:28:05\)](#) The following Elected Officials (who will be signing the proclamation) took turns reading the Proclamation aloud: Treasurer Stacie Prada, Auditor Brenda Huntingford, Sheriff Joe Nole, Kate Dean, Heidi Eisenhour, and Greg Brotherton.

[09:32:30 AM \(00:31:53\)](#) KD moved to approve the proclamation as read, HE second, unanimous. Elected Officials in attendance signed the proclamation.

COMMISSIONERS BRIEFING SESSION: The Commissioners discussed recent meetings they attended and miscellaneous topics.

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

Dr. Allison Berry, Public Health Officer

Emergency Management Director was not present to provide an update.

10:30 a.m. **WORKSHOP** re: Olympic Peninsula Trails Coalition Update and Letter of Support re: US Department of Transportation RAISE Grants Program Application for the FY 2023 National Infrastructure Investments Program Regional Project Assistance Program (DOT-DOT X-20); and **PUBLIC COMMENT**



Olympic Peninsula Trails Coalition (OTC) President Jeff Bohman
OTC Project Manager Steve Durrant

JB and SD present and gave a presentation on the Puget Sound to Pacific (PS2P) RAISE grant update (they reviewed an updated PDF from the one originally posted – will post updated version soon). Their mission is to apply for a Federal Grant to perform planning and design for multimodal transportation: From Puget Sound to the Pacific; Bainbridge Island to La Push, Connecting the communities in Kitsap, Jefferson and Clallam counties to the state trail network, and completing the Great American Rail-Trail from the Atlantic Ocean to the Pacific Ocean. They reviewed the current projects on their task list.

Rebuilding American Infrastructure with Sustainability and Equity (RAISE) is a USDOT program for funding large public transportation infrastructure projects including:

Preliminary design

- Multimodal transportation
- Transit
- Port improvements
- Climate resilience

\$1.15B is available for rural project this round and they are awarding grants up to \$45Million, spent before September 2032. No match is required. PS2P is preparing an application for a planning grant, which is due February 28, 2023.

HE will work with PW staff on the creating of a support letter and bring forward to the BOCC for Board

approval at a future date. SD stated they need the support letter in had by 02/18/23.

COMMISSIONERS BRIEFING SESSION – Continued: The Commissioners each stated they may attend the noon WSAC/BOCC Special meeting, but they were not sure. They and the County Administrator continued discussing recent meetings they attended, miscellaneous topics, and legislative items.

[11:46:27 AM \(02:45:50\)](#) Recess

[01:31:19 PM \(02:46:56\)](#) Reconvene 1:30 pm

AFTERNOON SESSION 1:30 p.m.

1:30 p.m.

WORKSHOP re: Jefferson County Forestry Management; Chickadee Forestry
  and **PUBLIC COMMENT**

Heidi Eisenhour, District No. 2 Commissioner
Malloree Weinheimer, Chickadee Forestry, Principal/Forester

MW gave a presentation on Jefferson County Forestry Management. She reviewed the Mission, which is a focus on ecological, social, and economic values to create a land management strategy that enhances those categories, which will be achieved through the following guiding policies:

- Restore and maintain forest health throughout the region
- Protect and enhance soil, water quality, and fish and wildlife habitat
- Forests are biologically, socially and economically self-sustaining
- Protect and enhance the recreational and aesthetic value of forest lands
- Provide natural resources through sustainable forest management to the local community

She also reviewed projects, scope of work, stewardship program, partnerships, carbon project candidate parcels, and 2023 updated recommendations. Board discussion followed, and MW answered questions.

[02:31:04 PM \(03:46:41\)](#) Next steps discussed.

[02:35:46 PM \(03:51:23\)](#) Call for public comments

[02:36:23 PM \(03:52:00\)](#) Comment

[02:37:31 PM \(03:53:08\)](#) Comment

[02:40:47 PM \(03:56:25\)](#) Comment

[02:43:46 PM \(03:59:23\)](#) Comment

[02:46:18 PM \(04:01:56\)](#) Response to comments, and continued discussion.

WORKSHOP re: Jefferson County Noxious Weed Control



Mark McCauley, County Administrator
Bridget Gregg, WSU JC Extension Director
Sophie DeGroot, Noxious Weed Control Coordinator

MM introduced new Noxious Weed Control Coordinator Sophie DeGroot. SD gave a presentation on the 2023 noxious weed removal projects, crews, public outreach and efforts to fill vacancies on the Noxious Weed Control Board.

ADDITIONAL DISCUSSION ITEMS

- [Legislative Update](#)
- [Calendar Coordination](#)
- [Communications Specialist](#) (timestamp off)
- [ARPA Proposals – review on Feb 21, 2023](#); ranking form review on 02/13/23
- [Closing remarks](#)

NOTICE OF ADJOURNMENT 4:12 p.m.

COMMISSIONERS MEETING SCHEDULE The Week of February 6, 2023
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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 an email to: jeffbocc@co.jefferson.wa.us

Monday, February 6, 2023

09:00 a.m. to 4:30 p.m. BOCC Meeting - Hybrid (All 3)
12:00 p.m. to 1:00 p.m. BOCC Special Meeting - WSAC Virtual Assembly (All 3)

Tuesday, February 7, 2023

All Day Out of Office – (Kate)
8:30 a.m. Update re: SMP for Marine Resources Committee (MRC) -Virtual (Heidi)
8:30 a.m. Creative Economy Conversation Meeting – Virtual (Heidi)
1:30 p.m. Miles Sand & Gravel and Rayonier – BoCC Chambers (Heidi)
2:30 p.m. Miles Sand & Gravel and Rayonier – BoCC Chambers (Greg)
6:00 p.m. Marine Resources Committee (MRC) Meeting – Virtual (Heidi)

Wednesday, February 8, 2023

9:00 a.m. Olympic Region Clean Air Agency (ORCAA) Finance Committee Meeting – Virtual (Greg)
10:00 a.m. ORCAA Board of Directors Regular Board Meeting - Virtual (Greg)
2:30 p.m. Childcare / Family Support Center Project Meeting – Virtual (Kate)
5:30 p.m. OlyCAP Board Meeting – OlyCAP, Port Townsend Office (Greg)
6:00 p.m. Olympic Discovery Trail (ODT) Board Meeting – Virtual (Heidi)
7:00 p.m. Chimacum Grange Meeting – Chimacum (Heidi)

Thursday, February 9, 2023

8:30 a.m. Healthier Together Meeting – City Hall, Port Townsend (Kate)
10:00 a.m. Jefferson County Community Foundation (JCCF) Meeting – Virtual (Heidi)
1:00 p.m. Trust Land Transfer Legislative Work Session – Olympia (Heidi)
3:00 p.m. Behavioral Health Consortium (BHC) Meeting – Virtual (Greg)
3:00 p.m. Clean Water District Advisory Council Meeting – Virtual (Heidi)

Friday, February 10, 2023

All Day National Association of Counties (NACo) Legislative Conference – Washington D.C. (Heidi)
8:30 a.m. Healthier Together Monthly Planning Meeting - Hybrid (Kate)
Noon WSAC 2023 Legislative Update – Virtual (Greg)

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1:30 p.m. Miles Sand & Gravel and Rayonier – BoCC Chambers (Kate)

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).

To view our Boards & Committees online, go to: www.co.jefferson.wa.us – Services – Laserfiche Web Portal – Boards and Commissions – Boards & Committees

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request