



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – September 25, 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 (Username and Password is: public)

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. **RESOLUTION NO. ____** re: Final Approval of the Vacation of Ricky Beach Drive
 [↩](#)
2. **RESOLUTION NO. ____** re: Adopting a Revised Effective Date for the Department of Public Works, Solid Waste Division Fee Schedule
 [↩](#)
3. **HEARING NOTICE** re: Public Hearing request for ordinance to adopt the 2021 versions of the International Building Codes and adopting new exceptions; amending the definition of Agricultural Building in Title 15; Adopting a Commercial Fire Inspection Program; Amending the Enabling Code of the Fire Marshal; and Amending Titles 2 and 15 of the Jefferson County Code. Hearing to be held on Monday, October 9, 2023 at 3:30 p.m. in the Commissioners' Chambers, Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA (HYBRID)
 [↩](#)
4. **AWARD of CONTRACT** re: Road Departure Reduction Project, Project No. 18020980, Federal Aid Project No. HSIP-000S(627); Public Works; KT Contracting Company
 [↩](#)
5. **SUBMITTAL** re: Public Works 2024 Annual Construction Program
 [↩](#)
6. **AGREEMENT** re: Public Assistance Grant – FEMA-4682-DR-WA; In the Amount of \$67,000; Public Works; Washington State Military Department
 [↩](#)
7. **AGREEMENT** re: Ruck Salmon Creek Conservation Futures Project; In the Amount of \$135,000; Public Health; Jefferson Land Trust
 [↩](#)
8. **AGREEMENT** re: Rural Court Security Program; In the Amount of \$31,183; Jefferson County Superior Court; Washington State Administrative Office of the Courts
 [↩](#)
9. **AGREEMENT** re: (2) Noxious Weeds Contracts; 1) Public Works Road Division; In the Amount of \$27,000 annually (2024 through 2026); and 2) WSU Extension Seasonal Noxious Weed Board employee through September 2024; In the Amount of \$45,730; Washington State Department of Ecology
 [↩](#)  [↩](#)
10. **AGREEMENT, Amendment No. 1** re: Mental Health Navigator; Moving \$6,720 of Admin to Direct Services in 2023 and 2024; Public Health; Port Townsend Police Department
 [↩](#)
11. **AGREEMENT, Amendment No. 1** re: CARES Program; Extension of Service through October 31, 2023; Public Health; East Jefferson Fire Rescue
 [↩](#)
12. **AGREEMENT, Amendment No. 1** re: Anti-Racist Literacy Workshop; Additional amount of \$8,346 for a total of \$32,125; Public Health; Usawa Consulting
 [↩](#)

13. **AGREEMENT, Amendment No. 4** re: Recovery Café; In the Amount of \$180,000; Public Health; Dove House



14. **Payment of Jefferson County Payroll Warrants** Dated September 20, 2023 Totaling \$90,031.03



REGULAR AGENDA:

No set time

COMMISSIONERS BRIEFING SESSION

Greg Brotherton, Chair, Commissioner District 3

Heidi Eisenhour, Commissioner District 2

Kate Dean, Commissioner District 1

10:00 a.m.

BRIEFING re: Draft 2024-2029 Six-Year Transportation Improvement Program (TIP), 2024 Annual Construction Program (ACP), and 2023 Bridge Condition Report

Eric Kuzma, Public Works Assistant Director

11:00 a.m. – 12:00 p.m. **EXECUTIVE SESSION** with County Administrator, Chief Civil Deputy Prosecuting Attorney and Human Resources Director re: Review the Performance of a Public Employee. No discussion of Salaries, Wages, and Other Conditions of Employment to be Generally Applied within the County; and, No Final Action on the Hiring, Setting the Salary of an Individual Employee or Class of Employees, or Discharging or Disciplining an Employee; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(g)

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

RECESS

1:30 p.m.

WORKSHOP re: Healthier Together Aquatic Center

Erica Dunn, Opsis Architecture Senior Associate

Jim Kalvelage, Opsis Architecture Founding Partner

AFTERNOON SESSION

ADDITIONAL DISCUSSION ITEMS

- Board and Committee Vacancies

NOTICE OF ADJOURNMENT (Adjourn by 3:00 p.m.)

COMMISSIONERS MEETING SCHEDULE

The Week of September 25, 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, September 25, 2023

- 9:00 a.m. BoCC Meeting - Hybrid (Board)
- 6:00 p.m. BoCC Special Meeting Community Conversations - Hybrid, Gardiner Community Center (Board)

Tuesday, September 26, 2023

- 9:00 a.m. Olympic Area Agency on Aging (O3A) SAO Audit Exit Conference – Virtual (Greg)
- 10:00 a.m. Olympic Peninsula Tourism Plan Outreach Meeting - Virtual (Heidi)
- 11:00 a.m. Jefferson County Community Foundation (JCCF) Board Meeting – Virtual (Heidi)
- 2:30 p.m. Climate Subcommittee Fall Meeting – Virtual (Kate)
- 3:30 p.m. Port Townsend Empowered Teens Coalition September Meeting – Virtual (Kate)
- 3:45 p.m. Intellectual Development Disabilities Advisory Board Meeting – Virtual (Greg)

Wednesday, September 27, 2023

- 8:30 a.m. Jefferson County Budget Committee Meeting – Hybrid, Courthouse (Board)
- 10:30 a.m. Jefferson County Strategic Plan Project Team Meeting – Virtual (Heidi)
- 2:30 p.m. Housing Fund Board Meeting - Hybrid, Courthouse (Kate/Greg)
- 2:30 p.m. Childcare Capacity/Family Support Meeting – Virtual (Kate)
- 4:00 p.m. Legislative Housing Caucus Meeting – Virtual (Kate)

Thursday, September 28, 2023

- 9:00 a.m. JefCom911 Board Meeting – Virtual (Greg)
- 10:30 a.m. Facilitation at Senate Democratic Caucus Legislative Assistants Retreat -Olympia (Heidi)
- 2:30 p.m. Mental Health Field Response Team Meeting – Virtual (Heidi)
- 3:00 p.m. Solid Waste Advisory Committee (SWAC) Meeting – Hybrid, Public Works (Heidi)
- 4:00 p.m. Boatyard BBQ – Port of Port Townsend – (Heidi)

Friday, September 29, 2023

- 10:00 a.m. Strait Ecosystem Recovery Network Meeting – Hybrid, Dungeness River Nature Center (Heidi)
- 2:00 p.m. Recompete Task Force 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.

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request
