



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, October 14, 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. **HEARING NOTICE** re: Opposing Initiative No. .2117 Relating to the Repeal of the Climate Commitment Act and Prohibiting Carbon Tax Credit Trading, Scheduled for this November 5, 2024 General Election
 
2. **HEARING NOTICE** re: Repealing and Replacing the Flood Damage Prevention Ordinance in Chapter 15.15 of the Jefferson County Code; Enacting a new chapter 15.15 of the Jefferson County Code and Adding State of Washington Model Flood Ordinance and Federal Emergency Management Agency Community Rating System Program Provisions; Repealing Ordinance No. 05-0513-19; and Amending Section 18.40.040 of the Jefferson County Code
 
3. **RESOLUTION NO. ____** re: In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus and Authorize Disposal
 
4. **RESOLUTION NO. ____** re: Repealing and Replacing Resolution No. 34-23 Longevity Pay, Personal Time Off (PTO) and the 2023 Salary Schedule and Adopting the 2024, 2025, and 2026 Salary Schedules for the FLSA and Union Exempt Management and Professional Employees
 
5. **MEMORANDUM OF UNDERSTANDING (MOU)** re: Referred-Becca Petitions Project – 1/10th of 1% Behavioral Health Sales Tax Fund; In the Amount of \$30,000 (\$15,000 in 2025 and \$15,000 in 2026); Public Health; Jefferson County Juvenile Court
 
6. **AGREEMENT** re: Interpreter Reimbursement; In the Amount of \$2,573; District Court; Administrative Office of the Courts (AOC)
 
7. **AGREEMENT** re: Programs for Youth/Families in Foster Care; In the Amount of \$26,713.09 (\$12,673.27 in 2025 and \$14,039.82 in 2026); Public Health; Olympic Angels
 
8. **AGREEMENT** re: HJ Carroll Park Caretaker Agreement; In the Amount of \$5,648; Public Works; Dustin Willis
 
9. **AGREEMENT, Amendment No. 1** re: Lords Lake Loop Road M.P. 1.6 – Right of Way and Construction Staking; Additional Amount of \$8,455 for a total of \$18,455; Public Works; Van Aller Surveying
 
10. **AGREEMENT, Amendment No. 1** re: Behavioral Health Advisory Committee/Opioid Settlement Funds Planning; Additional Amount of \$3,415 for a total of \$5,685; Public Health; Banks Consulting Group, LLC
 

11. **AGREEMENT, Amendment No. 1** re: Little Quilcene River Bridge Replacement; Additional Amount of \$6,954, for a Total Amount of \$529,258; Public Works; Sargent Engineers, Inc.
 
12. **AGREEMENT, Technical Amendment** re: 24-01 to Collective Bargaining Agreement; Human Resources; ROP/JCSOUSS
 
13. **ADVISORY BOARD APPOINTMENTS (2)** re: Conservation Futures Citizen Oversight Committee: 1) District No. 3 Representative – Laurie de Koch; and 2) Open Interest Position – Clint Cole
 
14. **APPROVAL OF MINUTES:** Regular Meeting Minutes of October 7, 2024
 
15. **APPROVAL OF PAYROLL WARRANTS:** Dated October 4, 2024 and Totaling \$2,412,819.22
 
16. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated October 7, 2024 and Totaling \$3,300,381.14
 
17. **SUPERIOR COURT JURY FEE VOUCHER:** Dated October 3, 2024 and Totaling \$4,246.69
 

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

10:00 a.m. **DISCUSSION and POTENTIAL ACTION** re: Draft Resolution re: In the Matter of Establishing Methods and Procedures to be Employed During Recessions and other Periods of Severe Financial Stress  

Mark McCauley, County Administrator

11:00 – 11:15 a.m. **EXECUTIVE SESSION** with the County Administrator, Civil Deputy Prosecuting Attorney, Department of Community Development Director, and Associate Planner re: Potential 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 **RECESS**

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

Budget Workshops are approximately 30 minutes:  

1:30 p.m. **BUDGET WORKSHOP** re: Department of Community Development
No set time **BUDGET WORKSHOP** re: Sheriff's Office
No set time **BUDGET WORKSHOP** re: WSU Extension
No set time **BUDGET WORKSHOP** re: Public Health
No set time **BUDGET WORKSHOP** re: Human Resources  
No set time **BUDGET WORKSHOP** re: Superior Court

No set time **ADDITIONAL DISCUSSION ITEMS**

No set time **ADJOURNMENT** (Adjourn by 4:30 p.m.)

COMMISSIONERS MEETING SCHEDULE The Week of October 14, 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, October 14, 2024

9:00 a.m. BOCC Meeting – Board

Tuesday, October 15, 2024

10:00 a.m. Shelter Operation Check-in – Greg
11:00 a.m. Shelter Coalition – Greg
1:30 p.m. Jefferson Transit Authority Board Meeting – Heidi, Kate
2:00 p.m. Tourism Coordinating Council – Greg
3:30 p.m. Leadership Council Executive Committee - Kate

Wednesday, October 16, 2024

8:30 a.m. Budget Meeting – Heidi, Kate
2:30 p.m. Childcare Capacity/Family Support Meeting - Kate
3:30 p.m. Chimacum Empowered Teens Coalition Meeting – Heidi
6:00 p.m. Housing Solutions Network Event – Heidi, Kate

Thursday, October 17, 2024

10:00 a.m. Signature Verification Training – Heidi
11:00 p.m. Lodging Tax Advisory Committee - Kate
12:00 p.m. Lunch re: Economic Development Council – Greg
2:30 p.m. Board of Health Meeting – Board

Friday, October 18, 2024

8:30 a.m. Jefferson Community Foundation Board Retreat - Heidi
9:00 a.m. Salish Behavioral Health Administrative Services Organization – Greg
10:00 a.m. Peninsula Regional Transportation Planning Organization Exec. Board Meeting/Retreat - Kate
12:30 p.m. KPTZ – Heidi

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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