



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, July 22, 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: Adoption of the Port Ludlow Drainage District Assessment System Ordinance; Hearing to be held on August 19, 2024 at 10:45 a.m. in the Commissioners' Chambers and Online on Zoom
 
2. **RESOLUTION NO. ____** re: Establishing Budget Objectives and Procedures for the 2025 Mid-Biennium Review and Modification
 
3. **AGREEMENT** re: Construction Phase Engineering Services for the Naylor's Creeks at West Valley Road and Gibbs Lake Road Culvert Replacements Project; In the Amount of \$30,991; Public Works; Sargent Engineers, Inc.
 
4. **AGREEMENT** re: Climate Planning Tasks in the 2023-2025 Biennium; In the Amount of \$300,000; Department of Community Development; Washington State Department of Commerce
 
5. **AGREEMENT** re: Historic Document Preservation; Variable – up to \$11,000 per year; County Administrator's Office; Jefferson County Historical Society
 
6. **AGREEMENT** re: Coroner Services; In the Amount of \$3,000 per quarter; Prosecuting Attorneys Office; Bradley-Kosec Funeral Home
 
7. **AGREEMENT** re: Facilitate Upcoming Behavioral Health Advisory Committee (BHAC) Opioid Planning Meeting; In the Amount of \$2,270; Public Health; Banks Consulting Group, LLC
 
8. **AGREEMENT** re: Epidemiology Assistance; In the Amount of \$9,434.05; Public Health; Clallam County
 
9. **AGREEMENT, Amendment No. 1** re: SR19 Rhody Drive Ped-Bike Improvements – South Segment, Project No. 1802095, WSDOT Project No TAP-0019(008)
 
10. **AGREEMENT, Change Order No. 2** re: Phase 2 Water Reclamation Plant for the Port Hadlock UGA, Project No. 405-2114-0, Commerce Project No. 22-96515-026
 
11. **REAPPOINTMENT** re: Lodging Tax Advisory Council (LTAC): Kevin Wooley and Tara McCauley
 
12. **REAPPOINTMENT** re: Jefferson County Marine Resources Committee: Bryan DeCaterina, Gordon King, and Jeff Taylor
 
13. **REAPPOINTMENT** re: Civil Service Commission: Ken Przygocki

14.  **APPROVAL OF MINUTES:** Regular Meeting Minutes of July 15, 2024
15.  **APPROVAL OF PAYROLL WARRANTS:** Dated July 5, 2024 Totaling \$165,801.68, and Dated July 19, 2024 Totaling \$103,003.84
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REGULAR AGENDA:

- No set time **COMMISSIONERS BRIEFING SESSION**
- No set time **DISCUSSION** re: Fire Danger Lever and Burn Restrictions, Changing from High to Very High 
- Phil Cecere, Fire Marshal
- No set time **PRESENTATION** re: Clallam County Economic Development Council (EDC) re: Apex Accelerator Program Update 
- Rebecca Miller, Clallam County EDC

RECESS

- 12:00 p.m. **QUARTERLY COUNTY COORDINATION MEETING:**
The Commissioners will meet with Elected Officials, Department Directors and staff to discuss the following items:
- Legislative Priorities
 - Strategic Plan update
 - Roundtable
 - Future topics

RECESS

AFTERNOON SESSION

- 1:30 p.m. **WORKSHOP** re: Sewer Utility Code for the Irondale and Port Hadlock Urban Growth Area, Chapters 13.04 through 13.05 plus Appendix 1 of the Jefferson County Code and **PUBLIC COMMENT** 
- Monte Reinders, Public Works Director
Samantha Harper, Wastewater Manager
- No set time **WORKSHOP** re: SB5290 Implementation and Permit Fee Study Results 
- Josh Peters, DCD Director
- No set time **ADDITIONAL DISCUSSION ITEMS**

ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE

The Week of July 22, 2024

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, July 22, 2024

9:00 a.m. BOCC Meeting – (Hybrid) Board
12:00 p.m. Coordination Meeting – (Hybrid) Board

Tuesday, July 23, 2024

1:00 p.m. South County Harm Reduction – (Virtual) Greg
11:00 a.m. Board of Health Subcommittee – (Virtual) Heidi
12:00 p.m. Behavioral Health Advisory Committee Transit – Heidi
2:00 p.m. OPIOID Sub-Committee Meeting – (Virtual) Heidi
4:00 p.m. Jefferson Community Foundation – (Virtual) Heidi

Wednesday, July 24, 2024

8:30 a.m. Law Enforcement Officers and Fire Fighters – Greg
11:30 a.m. Behavioral Health Advisory Committee – Heidi
1:00 p.m. Meeting regarding Quilcene Center and Quilcene Food Bank – Greg
2:30 p.m. Housing Fund Board – (Virtual) Greg
2:30 p.m. Childcare Capacity and Family Support Meeting – (Virtual) Kate

Thursday, July 25, 2024

11:30 a.m. Behavioral Health Advisory Committee Transit – Heidi
12:00 p.m. Library Board Meeting – Heidi
3:00 p.m. Solid Waste Advisory Committee - Heidi

Friday, July 26, 2024

9:00 a.m. Trust Land Transfer Advisory Committee Meeting 4 – (Virtual) Heidi
10:00 a.m. Lodging Tax Advisory Committee – (Virtual) Greg
2:00 p.m. Recompete Check in 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. 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
