



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – March 11, 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 County 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: Community Development Block Grant – Corona Virus (CDBG-CV) Contract Closeout; Hearing to be held April 8, 2024 at 10:30 a.m.; Jefferson County Courthouse, Commissioners Chambers; 1820 Jefferson Street, Port Townsend, WA (HYBRID)
 
2. **RESOLUTION NO. ____** re: Initiating a County Road Project Designated as Duckabush Estuary Restoration-Realignment Project
 
3. **RESOLUTION NO. ____** re: Initiating a County Road Project Designated as Donkey Creek Tributary Culvert Replacement
 
4. **RESOLUTION NO. ____** re: Initiating a County Road Project Designated as Hell Roaring Creek Tributary Culvert Replacement
 
5. **RESOLUTION NO. ____** re: Initiating a County Road Project Designated as Lindner Creek Culvert Replacement
 
6. **RESOLUTION NO. ____** re: Initiating a County Road Project Designated as Snell Creek Culvert Replacement
 
7. **RESOLUTION NO. ____** re: Initiating a County Road Project Designated as Big Quilcene River Bridge Replacement
 
8. **AGREEMENT** re: Phase 2 – Port Hadlock Wastewater Treatment Plant Material Testing; In the Amount of \$53,338; Public Works; Intertek Professional Services Industries (PSI)
 
9. **AGREEMENT** re: ADA Technology; In the Amount of \$13,750; Public Health; Developmental Disabilities Program; Key City Public Theatre
 
10. **AGREEMENT, Amendment No. 3** re: Center Road 2R Overlay MP 10.34 to MP 14.5; Project No. 18020960, CRAB Project NO. 1622-01; Additional Amount of \$189,172 for a total of \$1,889,872; Public Works; County Road Administration Board (CRAB)
 
11. **MOTION** to Approve Advertising Planning Commission Vacancy; District 3
 
12. **APPROVAL OF MINUTES:** Regular Meeting Minutes of March 4, 2024
 
13. **ADVISORY BOARD REAPPOINTMENT** re: Planning Commission; District 1; Ahren Stroming; Term to expire March 16, 2028
 

14. **Payment of Jefferson County Payroll Warrants** Dated March 5, 2024 Totaling \$2,390,539.80 and March 5, 2024 Totaling \$6,255.23
   
15. **Payment of Jefferson County Payroll Warrants** Dated March 11, 2024 Totaling \$1,252,296.86  

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

No set time **PROCLAMATION** re: Proclaiming the week of March 10, 2024 as Sunshine Week
 

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

Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director

No set time **DISCUSSION and POTENTIAL ACTION** re: Healthier Together Task Force – Scope of Work and Publication re: Recruitment of Members **PUBLIC COMMENT PERIOD**

     

Greg Brotherton, Commissioner District No. 3
Carrie Hite, City of Port Townsend Director of Parks and Recreation Strategy

No set time **DISCUSSION and POTENTIAL ACTION: BID AWARD** re: Official County Newspaper of Record

 

Mark McCauley, County Administrator
Carolyn Gallaway, Clerk of the Board

RECESS

AFTERNOON SESSION 1:30 p.m.

1:30 p.m. **DISCUSSION and POTENTIAL ACTION** re: Solid Waste Transfer Station Self-Haul Hours

 

Monte Reinders, Public Works Director
Al Cairns, Solid Waste Manager

2:30 p.m. **DISCUSSION and POTENTIAL ACTION** re: Federal Emergency Management Agency (FEMA) Community Assistance Visit (CAV) Follow up Tasks and Decision Points and **PUBLIC COMMENT PERIOD**

   

Brent A. Butler, DCD Chief Strategy Officer
Phil Cecere, Chief Building Official and Fire Marshall

No set time

DISCUSSION and POTENTIAL ACTION re: Community Rating System



Josh Peters, DCD Director
Brent Butler, DCD Chief Strategy Officer

ADDITIONAL DISCUSSION ITEMS

- Federal earmarks

ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE

The Week of March 11, 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, March 11, 2024

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

Tuesday, March 12, 2024

8:00 a.m. Jefferson County WA/Granicus Short Term Rental Regulation Review – (Virtual) Kate
1:00 a.m. Leadership Council Executive Committee – (Virtual) Kate
2:30 p.m. Behavioral Health Advisory Committee - (BHAC) Heidi
5:30 p.m. Short Term Rental Meeting - Kate
6:30 p.m. Chimacum Drainage District Focus Group - Heidi

Wednesday, March 13, 2024

9:00 a.m. Washington State Board of Health – (Virtual) Kate
10:00 a.m. Model Ordinance Advisory Committee – (Virtual) Heidi
5:15 p.m. Jefferson County Foundation Board Recruitment – Heidi
5:30 p.m. Short Term Rentals Discussion – Heidi, Greg
6:00 p.m. Peninsula Trails Coalition – (Virtual) Kate

Thursday, March 14, 2024

8:00 a.m. Jefferson Land Trust Conservation Breakfast – Heidi
8:00 a.m. Leadership Council March Meeting - Kate
1:00 p.m. Chickadee Forestry Monthly Report – (Virtual) Heidi

Friday, March 15, 2024

9:00 a.m. Olympic Consortium Board (OCB) – (Virtual) Greg
10:00 a.m. Olympic Coast National Marine Sanctuary – Heidi
11:30 a.m. Jefferson County Coordination Meeting – (Virtual) Kate

Agenda: March 11, 2024

12:30 p.m. KPTZ - Heidi

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 (username and password is: public) – 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