



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – June 26, 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

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">• 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 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](#) GB, HE, and KD present**

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

[09:02:06 AM \(00:02:11\)](#) Comment re: Gathering place letter

[09:03:23 AM \(00:03:28\)](#) Response to comment about letter. After discussion, **ADDITIONAL BUSINESS:** KD moved to authorize Chair GB to sign a letter upon approval by Chief Civil Deputy Prosecuting Attorney Philip Hunsucker to the Washington State Department of Commerce, letter of intent to lease a space at the Jefferson County Fairgrounds for a new Gatheringplace building. HE seconded the motion. GB called for public comment on the motion. Hearing no comments, he called for a vote on the motion. The motion carried by a unanimous vote.

[09:08:54 AM \(00:08:59\)](#) Call for public comments

[09:09:16 AM \(00:09:21\)](#) Comment re: MPD PT Pool

[09:12:21 AM \(00:12:26\)](#) Comment

[09:14:03 AM \(00:14:08\)](#) Response to comments

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. 25-23** re: In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus and Authorize Disposal
 
2. **APPROVAL of PLANS for Improvements to County Roads and CALL FOR BIDS** for the Jefferson County Road Departure Reduction Project, County Project No. 18020980, on County-wide Roads; Public Works
 
3. **MEMORANDUM of UNDERSTANDING** re: Early Learning and Family Support Facility Project; County Administrator; Jefferson Healthcare, YMCA, Port Townsend School District
 
4. **AGREEMENT** re: Oyster Shell Distribution; In the Amount of \$9,900; Jefferson County WSU Extension; Hood Canal Oyster Company
 
5. **AGREEMENT** re: Interagency Family and Juvenile Court Improvement Plan (FJCIP); In the Amount of \$31,000; Juvenile and Family Court Services; Administrative Office of the Courts
 
6. **AGREEMENT** re: Mental Health Navigator; In the Amount of 25,000; Jefferson County Sheriff's Office; Discovery Behavioral Healthcare
 
7. **AGREEMENT** re: Mental Health Therapy Services for Children at the Chimacum School District; In the Amount of \$38,531; Public Health; Jumping Mouse Children's Center
 
8. **AGREEMENT** re: Mental Health Therapy Services for Children at the Brinnon School District; In the Amount of \$37,418; Public Health; Jumping Mouse Children's Center
 
9. **AGREEMENT** re: Sea Level Rise Study; In the Amount of \$74,414; Department of Community Development; Washington State Department of Ecology
 

10. **AGREEMENT** re: Community Litter Grant Cleanup Program; In the Amount of \$47,720; Public Health; Washington State Department of Ecology
 
11. **AGREEMENT** re: Ocean Plastics Awareness; Additional Amount of \$14,076 for a total of \$20,420; Public Health; Twin Harbors Waterkeeper
 
12. **AGREEMENT** re: Food Enhancement Program; Continuing Life of Leased Property in the Amount of \$50.00; Public Health; Brinnon School District No. 46
 
13. **AGREEMENT** re: Food Enhancement Program; Continuing Life of Leased Property in the Amount of \$50.00; Public Health; Port Townsend New Life Church  
14. **AGREEMENT** re: Food Enhancement Program; Continuing Life of Leased Property in the Amount of \$50.00; Public Health; Port Townsend School District No. 50
 
15. **AGREEMENT** re: Food Enhancement Program; Continuing Life of Leased Property in the Amount of \$50.00; Public Health; Olympic Peninsula YMCA
 
16. **AGREEMENT, Amendment No. 1** re: Video Production Services for Covid Vaccine Confidence Project; Additional amount of \$460, for a total amount of \$10,290; Public Health; Whaleheart Productions
 
17. **AGREEMENT, Amendment No. 2** re: Pfeiffer House Sustainable Living Project; Additional Amount of \$25,000 for a total of \$127,000
 
18. **AGREEMENT, Amendment No. 2** re: Nurse Family Partnership; Additional Amount of \$191,866 for a total of \$610,835.50; Public Health; Kitsap Public Health District
 
19. **AGREEMENT, Amendment No. 2** re: Youth Cannabis and Tobacco Products Prevention; New Timeframe July 1, 2023 to June 30, 2024; Public Health; Kitsap Public Health District
 
20. **AGREEMENT, Amendment No. 3** re: Government Relations – Health and Wellness Center and Other Priorities to be Determined; Change in Scope of Work; County Administrator; Strategies 360
 
21. **ADVISORY BOARD REAPPOINTMENT** re: Jefferson County Planning Commission; Four (4) Year Term to Expire March 17, 2027; District No. 2 Representative, LD Richert
 
22. **ADVISORY BOARD REAPPOINTMENT** re: Conservation Futures Fund Citizen Oversight Committee; Four (4) Year Term to Expire May 18, 2027; District No. 1 Representative, David Wilkinson
 
23. **APPROVAL OF MINUTES:** Regular Meeting Minutes of June 5, 2023 and Special Meeting Minutes of June 1, 2023 (Port Ludlow Outreach), June 5, 2023 (WSAC), and June 8, 2023 (Port Townsend Outreach)
 

24. **Payment of Jefferson County Payroll Warrants** Dated June 5, 2023 Totaling \$162,254.08, and June 9, 2023 Special Draw Totaling \$1,633.54, and June 20, 2023 Totaling \$91,493.99 (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.)



25. **Payment of Jefferson County Vouchers/Warrants** Dated June 12, 2023 Totaling \$1,109,725.82 and Dated June 20, 2023 Totaling \$886,949.77 (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.)



[09:19:33 AM \(00:19:38\)](#) GB noted Item No. 2 and 9 were not loading on AV capture. Clerk Gallaway noted they were all available in Laserfiche and viewable. Heidi noted scrivener errors to documents/agenda requests.

[09:27:44 AM \(00:27:49\)](#) HE moved to approve the consent agenda as amended. KD seconded the motion. GB noted scrivener errors adjusted. HE and KD accepted friendly amendment re: scrivener errors on agenda adjusted. Motion carried by a unanimous vote.

REGULAR AGENDA:

9:15 a.m. **UPDATE** re: Washington State Department of Natural Resources (DNR) 1st Quarter County Income Report

Drew Rosanbalm, DNR Assistant Olympic Region Manager, State Lands
Mona Griswold, Olympic Region Manager

MG – She announced this will be her last meeting as she will be working in her new role with the State Lands in Division. She noted that Jill DeCianne, will be the Acting Olympic Region Manager as of July 1, 2023. DR also noted that DNR Olympic Region Management Forester David Hearn was present.

[09:30:52 AM \(00:30:57\)](#) DR provided the 1st Quarter County Income Report and answered questions posed by the Board.

[09:42:36 AM \(00:42:41\)](#) Part 3 of Timber Sales Presentation. Due to time constraints, the presentation was not finalized and will be added to the next DNR update.

10:00 a.m. **HEARING** re: [Solid Waste Fees](#)



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

[10:04:08 AM \(01:04:12\)](#) AC present to review the purpose of the hearing and timeline.

[10:05:40 AM \(01:05:45\)](#) Chair Brotherton opened the hearing to allow for public testimony. Clerk Gallaway noted that there typically is a presentation on the issue during a hearing. KD stated we could share screen to show the proposed fee changes.

[10:09:20 AM \(01:09:25\)](#) Monte and Al – reviewed changes and ordinance update.

[10:12:52 AM \(01:12:57\)](#) Chair Brotherton opened the floor to allow for public testimony. The following individuals provided testimony:

[10:13:43 AM \(01:13:48\)](#) Tom Thiersch, Jefferson County

[10:18:00 AM \(01:18:04\)](#) Chair Brotherton closed the public hearing.

[10:22:35 AM \(01:22:40\)](#) It was noted that the Solid Waste resolution re: Fee schedule was uploaded to Laserfiche and AV Capture, but only the Ordinance was listed on AV Capture under that agenda item. Commissioner Dean was experiencing connectivity issues, so Chair Brotherton tabled deliberations until 11:30 a.m. to allow time for Commissioner Dean reestablish internet connection.

No set time

[DISCUSSION and POTENTIAL ACTION](#) re: Response Letter to the Washington State Department of Natural Resources (DNR) Commissioner of Public Lands re: DNR Managed Jefferson County Forestlands and **PUBLIC COMMENT**  

Heidi Eisenhour, Commissioner District 2
Mallorie Weinheimer, Owner Chickadee Forestry
Catharine Copas, Ecologist
Peter Bahls, Northwest Watershed Institute Director

MW noted that she provided updates to the letter this morning. HE shared her screen to show the new and updated draft letter and explained the timeline of timber projects and the purpose of the draft letter. HE, MW, PB and CC answered questions posed by the Board on the letter.

[MAP](#) – PB reviewed the map, then the Board continued review of the draft letter.

[11:13:33 AM \(02:13:37\)](#) Dabob Bay expansion history provided by PB. Continued review of the draft letter.

After discussion, **[MOTION](#)**: HE moved to approve the updated letter to DNR Commissioner of public lands, and the team indicated in the cc line re: DNR managed Jefferson county forestlands. KD seconded the motion. Chair Brotherton called for [public comments](#), and no comments were received. He called for a vote on the motion. The motion carried by a unanimous vote.

No set time

[DISCUSSION and POTENTIAL ACTION](#) re: Housing Fund Board (HFB) Funding Recommendation from FUND 149; \$40,000; OlyCAP and **PUBLIC COMMENT**  

Greg Brotherton, Commissioner District 3
Kate Dean, Commissioner District 2

GB outlined the recommendation of the HFB for \$40,000 to keep the shelter open at the American Legion. KD – she met with providers during HFB special meeting re: structural problem, the operations and maintenance of programs will continue to rise. Looking at long term strategy on this.

[11:25:29 AM \(02:25:34\)](#) HE moved to approve the HFB funding recommendation from Fund 149 for \$40,000 to OlyCAP for summer service at the American Legion shelter. KD seconded the motion.

[11:25:52 AM \(02:25:57\)](#) GB called for public comments

[11:26:05 AM \(02:26:09\)](#) Comment

[11:26:54 AM \(02:26:59\)](#) Comment

[11:27:14 AM \(02:27:19\)](#) GB called for a vote on the motion. The motion carried by a unanimous vote.

[11:28:10 AM \(02:28:15\)](#) **HEARING re: Solid Waste Fees – Continued:** GB briefed KD on what she missed earlier due to technical difficulties. Chair Brotherton stated he will reopen and extend the public testimony through the deliberations on July 3, 2023.

No set time [COMMISSIONERS BRIEFING SESSION](#) – The Commissioners discussed recent meetings they attended, and miscellaneous topics.

[12:11:55 PM \(03:12:00\)](#) Recess

[01:30:15 PM \(03:12:34\)](#) Reconvene

AFTERNOON SESSION

1:30 p.m. [WORKSHOP](#) re: Parks and Recreation – Pickleball Courts



Matt Tyler, Parks and Recreation Manager

MT provided presentation re: Pickleball Court noise reduction. He reviewed the amount invested in the pickleball courts was \$25,178,92, and noted that they only created two courts to reduce the noise. Some options he suggested to reduce noise: reduced hours, quiet balls and paddles, sound absorption or reflection panels, close or remove the courts.

[01:43:59 PM \(03:26:18\)](#) The Commissioners discussed their options.

Chair Brotherton opened the floor to allow for [public comments](#):

[02:00:10 PM \(03:42:29\)](#) Comment

[02:03:20 PM \(03:45:40\)](#) Comment

[02:04:59 PM \(03:47:18\)](#) Comment

The Commissioners agreed to take no further action today, and asked those who are impacted by the noise to gather more data, if they would like the Commissioners to review noise mitigations further.

2:00 p.m. [WORKSHOP](#) re: WSU 4-H Program Update



Sarah Pederson, WSU Jefferson County 4-H Director

SP briefed the Board on 4-H programs in Jefferson County which include: Paws n Claws, Jefferson County 4-H Horse Club, Quilcene Wranglers, Backyard Cavies, Roboctopi, NW Rangers, Port Townsend 4-H Rock Club, Sunfield Shepherds and various after school programs.

[02:27:55 PM \(04:10:14\)](#) SP answered questions posed by the Commissioners.

2:30 p.m. [WORKSHOP](#) re: 2023 Overview and Update of Regional Small Farms Program Activity to Include Food Access Programs
 
Kelli Henwood; WSU Extension Regional Small Farms Coordinator

KH provided presentation on regional small farms. She reviewed education, resources, and community economic and food system development which they do through workshops, classes, events, one-on-one technical assistance, agriculture newsletter and access to WSU and partner specialists, Eat Local First program, LandWorks, Food Access programs, Sweetpotato Trials, applied research and policy development.

3:00 p.m. to 3:30 p.m. [EXECUTIVE SESSION](#) with the County Administrator, Chief Civil Deputy Prosecuting Attorney, and Clerk of the Board re: Potential Litigation; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(i)

Executive Session: 3:18pm to 3:50pm

[03:50:48 PM \(05:01:06\)](#) Extension of Executive Session: 3:50 pm to 4:05pm

[04:05:38 PM \(05:01:37\)](#) Extension of Executive Session: 4:05pm to 4:15pm

[04:17:41 PM \(05:02:56\)](#) No action so therefore no public comment.

No set time [ADDITIONAL DISCUSSION ITEMS](#)

- [Calendar Coordination](#); KPTZ radio
- [Miscellaneous topics](#)
- [Clallam County/Washington State Department of Transportation](#); The Board agreed to request that staff attend meeting
- [Calendar Coordination - Continued](#)
- Board and Committee Vacancies   - not discussed

NOTICE OF ADJOURNMENT 4:28 p.m.

COMMISSIONERS MEETING SCHEDULE The Week of June 26, 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, June 26, 2023

All Day	Out of Office – (Kate)
9:00 a.m.	BOCC Meeting - Hybrid (Board)
6:00 p.m.	Special Intergovernmental Collaborative Group ICG Meeting – Hybrid (Board)

Tuesday, June 27, 2023

All Day	Out of Office – (Kate)
11:00 a.m.	Jefferson Community Foundation (JCF) Board Meeting- Virtual (Heidi)
4:00 p.m.	DNR Trust Land Transfer (TLT) Application Workshop – Virtual (Heidi)

Wednesday, June 28, 2023

Agenda: June 26, 2023

All Day	Out of Office – (Kate)
8:30 a.m.	Jefferson County Budget Committee Meeting – Hybrid (Board)
10:30 a.m.	Jefferson County Strategic Plan Project Team Meeting – Virtual (Heidi)
2:30 p.m.	Housing Fund Board Meeting – Hybrid (Greg)
5:00 p.m.	Creative Entrepreneurs Network Meeting – Fort Worden Bldg. 324C (Heidi)

Thursday, June 29, 2023

All Day	Out of Office – (Kate)
9:00 a.m.	WSAC Broadband Advisory Committee Meeting – Virtual (Greg)
10:00 a.m.	Hood Canal Bridge June Management Committee Meeting – Virtual (Greg & Heidi)
1:00 p.m.	Trust land Transfer Advocates Meeting – Virtual (Heidi)
5:00 p.m.	JC Chamber of Commerce Business After Hours Event – Port Townsend (Heidi)
5:30 p.m.	Jefferson County Planning Commission Meeting re: Shoreline Master Plan - Hybrid (Greg)

Friday, June 30, 2023

All Day	Out of Office – (Kate)
11:00 a.m.	HUD House America-Jefferson County Check-In Meeting – Virtual (Greg)
Noon	KPTZ Radio Show – On Air (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 – 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