



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – January 8, 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:

• 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** KD, GB, HE present. Next Monday is MLK day, meeting on Tuesday instead

9:01 a.m. **PUBLIC COMMENT PERIOD** – ALL TOPICS

[09:02:23 AM \(00:01:53\)](#) Comment

[09:04:59 AM \(00:04:28\)](#) Comment

[09:10:07 AM \(00:09:36\)](#) Comment

[09:12:38 AM \(00:12:08\)](#) Comment

[09:15:28 AM \(00:14:58\)](#) Response to comments. The Commissioners discussed in more detail, comments pertaining to the proposed Port Townsend Aquatic Center.

[09:25:02 AM \(00:24:31\)](#) Comment

Continued discussion re: proposed PT Aquatic Center and the Steering Committee.

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.)

If you are having trouble viewing items, click on the “related docs” tab at the top of page

1. **CALL FOR BIDS** re: Publication of County Legal Notices; Bids Accepted Until Monday, March 4, 2024 at 10:15 a.m.
 
2. **AGREEMENT** re: 2024 Affordable Housing/Homelessness Grant Funding; Caswell-Brown Village; In the Amount of \$105,000; County Administrator; OlyCAP
 
3. **AGREEMENT** re: Resource and Conservation Office (RCO) Local Parks Deferred Maintenance Grant; In the Amount of \$82,823; Public Works; RCO
 
4. **AGREEMENT** re: 2024-2025 One-Time Grant Program; In the Amount of \$108,000; WSU Extension; MRC; Washington State Department of Ecology
 
5. **AGREEMENT, Amendment No. 1** re: Gateway to Freedom; Fire Community Assistance, Referral, and Education Services (CARE) for Jefferson County; Public Health; East Jefferson Fire and Rescue (EJFR)
 
6. **AGREEMENT, Amendment No. 1** re: Employment Agreement; Jefferson County; Mark McCauley
 
7. **AGREEMENT, Amendment No. 3** re: Port Hadlock Wastewater Project; Consultant Services for Cultural Resources and Environmental Permitting Support; County Project No. 40516935; Public Works; Environmental Science Associates
 
8. **AGREEMENT, Amendment No. 17** re: Consolidated Contracts – Various programs; Additional Amount of \$526,784 for a total of \$8,075,501; Public Health; Washington State Department of Health
 
9. **MOTION** re: Approve Port Townsend Seventh Day Adventist Church’s Request for 25% Reduction in Temporary Food Service Fees
 

10. **APPROVAL of MINUTES:** Regular Meeting Minutes of November 20 and 27, 2023, and Special Meetings Minutes of November 2, 2023 (Biennial Budget), November 16, 2023 (Joint ICG), November 21, 2023 (Aquatic Center Discussion), and November 28, 2023 (Joint PIF)
 
11. **Payment of Jury Fees:** Superior Court \$3,606.25; and District Court \$1,519.39
 
12. **Payment of Payroll Warrants:** Dated January 5, 2024 In the Amount of \$2,232,395.80
 

[09:37:03 AM \(00:36:33\)](#) GB moved, HE second, unanimous

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION:** The Commissioners recent meetings they attended, miscellaneous topics, and legislative update.

[10:12:16 AM \(01:11:45\)](#) Recess

[10:16:17 AM \(01:12:13\)](#) Reconvene

10:15 a.m. **HEARING** re: Emergency Supplemental 2023 Budget Appropriation/Extension for Personnel Benefits, Insurance, Professional Services – Fund 127; Public Health  

Judy Shepherd, Finance Manager
Apple Martine, Public Health Director
Veronica Shaw, Public Health Deputy Director

[10:16:37 AM \(01:12:33\)](#) Apple, Judy Shepherd and Jenn Mitchell present. AM and JM explained the need for the emergency supplemental appropriation, and noted they have a system in place to avoid this the need for an emergency appropriation in the future. KD noted that Public Health has the budget for this, but this is permission to expend those funds. JS stated she will be checking in with public health finances moving forward.

[10:22:30 AM \(01:18:26\)](#) KD opened the floor for public testimony. Hearing no testimony, she closed the hearing. After a short deliberation, GB moved to approve **RESOLUTION NO. 05-24.** Order: Emergency 2023 Supplemental Budget Appropriation for Fund 127 – Personnel Benefits, Insurance, Professional Services. HE seconded the motion which carried by a unanimous vote.

COMMISSIONERS BRIEFING SESSION - Continued: The Commissioners reviewed upcoming meetings.

10:30 a.m. **HEARING** re: Proposed Shoreline Master Program (SMP) Amendments per Periodic Review   , P.C. recommendation →  

Josh Peters, DCD Director

[10:31:51 AM \(01:27:47\)](#) KD opened the hearing. She noted the BOCC is not planning on taking-action today.

[10:32:58 AM \(01:28:54\)](#) Josh Peters explained the process. Complex issue with a lot of moving parts. Drafting and getting ready to reflect what the BOCC direction is, in terms of adopting it. February 12, 2024 – an ordinance will be prepared and ready for adoption. Suggested opening hearing today, and not close it until February. Also present. Lisa Grueter – Berk Consulting, Amy Summe S&W, and Barbara Ehrlichman.

[10:39:14 AM \(01:35:10\)](#) Lisa Grueter provided a slideshow to cover the purpose: Per State Rules, Grant and local needs: Review amendments to Chapter 90.58 RCW and Ecology Rules (WAC) that have occurred since Jefferson County's SMP was adopted in 2014, Identify potential areas of review to address changing local circumstances, new information or improved data, consider potential changes to eliminate redundancies and improve clarity as well as address revisions consistent with regulatory reform (Resolution NO. 17-19), Consider various constraints such as the requirements of state law, staffing capacity, and resource. She also covered SMP Periodic Review Components, condensed project timeline, key issues and next steps.

Amy Summe – provided a brief aquaculture history – task force stage 2020 – changes required to address state laws/rules, P.C. stage 2021 – received, many letters and testimony, considered approaches from other counties, require standard CUP and incorporate Kitsap county regulations, P.C. stage 2023 – address ecology comments and continue evaluation per ongoing public comment. She also reviewed aquaculture recent input, approach, etc. and noted many comments were regarding geoduck farming. Lisa Grueter continued with presentation and covered modest home provisions

[10:53:13 AM \(01:49:09\)](#) Questions from the BOCC to staff. KD noted that oral testimony taken today. If there is substantive changes to the ordinance, the public will be given an additional opportunity to provide hearing testimony.

[10:57:12 AM \(01:53:08\)](#) Opened floor for public testimony. Due to the volume of public, Chair Dean limited public testimony to two minutes per person. The following individuals provided testimony:

[10:58:22 AM \(01:54:18\)](#) Lisa Carleton-Long – Port Townsend

[11:02:06 AM \(01:58:02\)](#) Peter Guerrero – Port Townsend

[11:04:24 AM \(02:00:20\)](#) Alex Scagliotti (Representative of Jamestown S'Klallam Tribe) – Sequim

[11:05:45 AM \(02:01:41\)](#) Bruce Morris – South Puget Sound

[11:07:00 AM \(02:02:56\)](#) Dave Fitzpatrick – Marrowstone Island

[11:09:46 AM \(02:05:42\)](#) Bernadette Olson - Seabeck

[11:11:50 AM \(02:07:46\)](#) Gordon King – Port Townsend

[11:14:11 AM \(02:10:07\)](#) Louis Gitelman – Dover, NH

[11:16:43 AM \(02:12:39\)](#) Erin Ewald – Shelton

[11:18:21 AM \(02:14:17\)](#) Jonathan Davis – Thorndyke Bay, Jefferson County

[11:20:54 AM \(02:16:50\)](#) Nels Whipple - Shelton

[11:22:09 AM \(02:18:05\)](#) Kim Thompson – Olympia

[11:24:43 AM \(02:20:39\)](#) Patricia Marquis (SP) – Port Ludlow

[11:25:29 AM \(02:21:25\)](#) Rose Gitelman - Portland

[11:26:46 AM \(02:22:42\)](#) Bruce Case – Port Ludlow

[11:28:47 AM \(02:24:43\)](#) Brett Veerhusen – Seattle

[11:31:36 AM \(02:27:32\)](#) Marsha Case – Port Ludlow

[11:32:34 AM \(02:28:30\)](#) Sue Corbett – Port Ludlow
[11:34:33 AM \(02:30:29\)](#) James Whitecamp – Port Ludlow
[11:35:11 AM \(02:31:07\)](#) Anne Dutton – Jefferson County
[11:36:24 AM \(02:32:19\)](#) Michael Abramson – Port Ludlow
[11:37:11 AM \(02:33:07\)](#) Linda Lowe – Discovery Bay, Jefferson County
[11:39:17 AM \(02:35:13\)](#) Celine Santiago – Jefferson County
[11:41:40 AM \(02:37:36\)](#) Adam James – Lilliwaup
[11:44:18 AM \(02:40:14\)](#) Marcia Schwendiman – Port Ludlow
[11:46:50 AM \(02:42:46\)](#) Jan Wold – Port Ludlow
[11:48:55 AM \(02:44:51\)](#) Steve Dittmar – Port Ludlow
[11:51:36 AM \(02:47:32\)](#) Mike Patterson – Port Ludlow
[11:53:11 AM \(02:49:07\)](#) Marilyn Showalter – Port Ludlow
[11:55:35 AM \(02:51:31\)](#) End of testimony today, public will have the ability to provide testimony when the draft ordinance is presented. The Commissioners started deliberations, asked questions of staff and discussed next steps.

The Commissioners asked about the geoduck export and staffing information.

[12:07:10 PM \(03:03:06\)](#) Erin Ewald answered a question posed by the BOCC: Taylor endeavors sells 50% internationally, significant work to retail... 1million pounds per year, that is a very small fraction of what is sent over based on state sales of wild harvest... which is about 10x more. Industry-wide, looking at most of those exported, whereas farm-side is basically we try and create as many markets available. There was a ban in china several years ago, which shut down several geoduck farmers, so they have tried to diversify markets.

[12:08:43 PM \(03:04:39\)](#) Nels Whipple – 56 full-time employees in the geoduck department, from entry level to senior management, throughout the northwest. At the moment, 11 of those are directly in Jefferson County.

[12:11:40 PM \(03:07:36\)](#) (timestamp off) closing remarks and next steps. SMP Workshop: January 16th at 1:30 p.m. and SMP Deliberations January 22nd at 3:30 p.m. (to get feedback on ordinance), and February 12th or later to hear more hearing testimony on proposed ordinance.

[12:12:27 PM \(03:08:23\)](#) Recess

[01:30:54 PM \(03:08:37\)](#) Reconvene

RECESS

AFTERNOON SESSION

1:30 p.m. [WORKSHOP](#) re: Request to Reconvene the Growth Management Steering Committee  

Josh Peters, DCD Director

Josh Peters – provided intro, and Joel Peterson provided presentation. GMSC has 2 tasks: 1) Allocated

projected population figures among urban and rural areas for planning, and 2) review county-wide planning policies. HB1717: Six areas amending Growth Management Act.

Reinstated GMSC could have: Jefferson County, City of PT, Port of PT, Representative of Port Hadlock UGA, establish process for participation of interested Tribes in CPP review. Choices to make: Membership, participation, process. ICG: Jefferson County, Port of PT, City of PT, Jefferson PUD No .1

[01:46:17 PM \(03:24:00\)](#) Josh – next steps: Drafting a resolution that would repeal and replace any past GMSC. He added that the GMSC is advisory, and that info goes back to BOCC or a decision. In the resolution, steering away from differentiating members from who votes and who doesn't. Do you want full BOCC board participation? He reviewed items to consider.

[01:57:39 PM \(03:35:22\)](#) Josh and Joel answered questions posed by the Board

[02:07:07 PM \(03:44:50\)](#) Discussion about who would sit on the new GMSC.

[02:21:09 PM \(03:58:52\)](#) Next steps recap. **Membership:** Smaller committee, move away from voting/non-voting issue, all 3 bocc, 2 city of pt counselors, pick uga, 1 pud commissioner and 1 port commissioners, list districts and tribes as stakeholders to participate as they wish in the process. KD – these will be OPMA meetings, we make an attempt to have meetings around the county, to make it easier for stakeholders to participate. Josh – meanwhile, during Saturday joint P.C. meeting, they will learn there's other outreach meetings set around the county. HE – tri-area has best sound capability. Further comments/questions.

No set time **BRIEFING** re: Site Development Review (SDR) Milestone Report  

Josh Peters, DCD Director

Josh provided intro – the last time SDRs were mentioned, the BOCC requested updates. This is a milestone report because the end of the anticipated contract amount with our principal consultant at the Atwell Group for this effort. In a nutshell, back in Fall 2020, at the end of a development moratorium (for lots of reasons), coupled with drastic staff turnover, dept reorganization, new staff, also hiring land use consultants to assist. Atwell, formerly known as blue line. He and George Terry answered questions posed by the Board.

ADDITIONAL DISCUSSION ITEMS

- [Calendar Coordination](#) – Workshop with SWAC and SWFTF
- [Letter re: DNR 9/18:](#) Heidi: DNR letter to BOCC indicated proposing protection in the Dabob Bay area and elsewhere, both in District 3, they indicated they would like to meet with BOCC re: allocation of acreage. (Most likely they will meet with BOCC January 22, 2024)
- [Calendar Coordination – continued](#)
- **ADDITIONAL BUSINESS:** Letter re: School Based Health Clinic: Capital funding to remodel blue heron middle and ocean school campus in preparation for opening a school based health center proposed for 2024-2025 school year. GB moved to approve collectively sign the letter of support. HE seconded the motion. KD opened the floor to allow for public testimony. No comments. Vote on motion unanimous.
- [2024 BOCC Workplan:](#) Department briefings, 5 big ideas

- Heidi read a letter – prioritize
- Workshop on granting committees funds – LTAC, PIF, HFB – consistency in granting funds, how the agendas are comprised, budget instead of grant funding. Jan 22 and/or Feb 5
- LTAC BHAC PIF HFB, CONSERVATION FUTURES???
- Community Wildfire implementation
- Updated info on the weather

NOTICE OF ADJOURNMENT at 3:24 a.m.

COMMISSIONERS MEETING SCHEDULE

The Week of January 8, 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, January 8, 2024

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

Tuesday, January 9, 2024

2:30 p.m. Behavioral Health Advisory Committee (Heidi)

Wednesday, January 10, 2024

9:00 a.m. WA State Board of Health Meeting – Hybrid (Kate)

9:00 a.m. WA DNR Carbon & Forest Management Work Group – Virtual (Heidi)

10:00 a.m. Olympic Region Clean Air Agency – Virtual (Greg)

6:00 p.m. Peninsula Trails Coalition – Heidi

Thursday, January 11, 2024

4:00 p.m. Jefferson Land Trust - Heidi

Friday, January 12, 2024

12:00 p.m. County Coordinated Response - Heidi

12:15 p.m. KPTZ – Kate

1:00 p.m. Public Lands Steering Committee – Virtual (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
