



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – August 28, 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:

• 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**
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. **AUTHORIZATION for Request for Proposals re:** Public Infrastructure Fund Recommendation for Public Infrastructure Funds; In an Amount Not to Exceed \$800,189
 
2. **AUTHORIZATION for Request for Proposals re:** Housing Fund Board Recommendation for Affordable Housing and Homeless Housing Funds; \$220,000 for Homeless Housing; and \$965,000 for Affordable Housing
 
3. **AGREEMENT re:** Community Planning Services; In the Amount of \$100,000; Department of Community Development; Atwell LLC
 
4. **AGREEMENT, Amendment No. 1 re:** Vehicle/Vessel Licensing; No Dollar Amount, Change of Auditor's Name Only; Auditor's Office; Washington State Department of Licensing
 
5. **AGREEMENT, Amendment No. 1 re:** Public Infrastructure Funding for the Sims Way and Boatyard Expansion; Time Extension Only; County Administrator; Port of Port Townsend, Jefferson County PUD No. 1, and the City of Port Townsend
 
6. **AGREEMENT, Amendment No. 1 re:** Quilcene Complete Streets; Time Extension Only; County Administrator; Jefferson County Public Works
 
7. **AGREEMENT, Amendment No. 2 re:** Rural Arterial Program (RAP) Project; Center Road 2R Overlay MP 10.34 to MP 14.58 Project No. 18020960, County Road Administration Board (CRAB) Project No. 1622-01; Public Works; CRAB
 
8. **EXERCISE of OPTION, Extension No. 2 re:** Contract for Hearing Examiner Services; In the Amount of \$25,000, Extended Through December 31, 2024; County Administrator; Gary N. McLean, Jefferson County Hearing Examiner
 
9. **APPROVAL of MINUTES:** Regular Meeting Minutes of July 24, 2023, and August 7, 2023, and Special Meeting Minutes of July 21, 2023 (Coordination), July 28, 2023 (Solid Waste Facility Task Force), and August 11, 2023 (Drainage District).
       
10. **ADVISORY BOARD APPOINTMENT re:** Jefferson County Board of Health; Unexpired Three-Year Term; Expiring on August 31, 2025; Consumer of Public Health Representative, Grey Schad
 
11. **ADVISORY BOARD RESIGNATION re:** Jefferson County Planning Commission; District No. 2 Representative, Lorna Smith
 

12. **ADVISORY BOARD RESIGNATION** re: Jefferson County Marine Resources Committee (MRC); District No. 1 Representative, Solenne Walker
 
13. **Payment of Jefferson County Vouchers/Warrants** Dated August 21, 2023 Totaling \$1,419,012.95
 

REGULAR AGENDA:

No set time **PROCLAMATION** re: September 2023 Olympic Peninsula Eat Local First Month  

No set time **PROCLAMATION** re: Overdose Awareness Day  

Heidi Eisenhour, Commissioner District No. 2
Apple Martine, Public Health Director
Anya Callahan, Community Health Educator

9:45 a.m. **PRESENTATION** re: Local Wildfire Awareness as Dry Conditions Persisting and Community Wildfire Protection Plan Community Survey  

Heidi Eisenhour, Commissioner District 2
Bret Black, EJFR Fire Chief

No set time **COMMISSIONERS BRIEFING SESSION**

Greg Brotherton, Chair, Commissioner District 3
Heidi Eisenhour, Commissioner District 2
Kate Dean, Commissioner District 1

11:00 a.m. **BRIEFING** re: Humane Society Budget and Operations  

Tammy Hanks, Jefferson County Humane Society Executive Director

RECESS

AFTERNOON SESSION

1:30 p.m. to 2:00 p.m. **EXECUTIVE SESSION** with the County Administrator and Chief Civil Deputy Prosecuting Attorney 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**

2:00 p.m. **DISCUSSION** re: Solid Waste Fee Schedule Implementation  

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

No set time **WORKSHOP and POTENTIAL ACTION** re: Trust Land Transfer Project Applications  

Heidi Eisenhour, Commissioner District 2
Mark McCauley, County Administrator
Mallorie Weinheimer, Owner Chickadee Forestry

2:30 p.m. to 3:00 p.m. **EXECUTIVE SESSION** to Review the Performance of a Public Employee. No discussion of Salaries, Wages, and Other Conditions of Employment to be Generally Applied within the County; and, No Final Action on the Hiring, Setting the Salary of an Individual Employee or Class of Employees, or Discharging or Disciplining an Employee; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(g)

ADDITIONAL DISCUSSION ITEMS

- Boards and Committees Vacancies  

NOTICE OF ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE

The Week of August 28, 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, August 28, 2023

09:00 a.m. BOCC Meeting - Hybrid (Board)

Tuesday, August 29, 2023

8:30 a.m. LEOFF I Retirement/Disability Board Special Meeting – Hybrid (Greg)

10:00 a.m. Puget Sound Partnership Leadership Council Local Forum – Virtual (Kate)

11:30 a.m. Forestry Meeting with Senator Van De Wege – Virtual (Heidi)

Wednesday, August 30, 2023

8:30 a.m. Jefferson County Budget Committee Meeting – Hybrid (Board)

10:00 a.m. Anti-Racist Class – Virtual (Greg)

11:00 a.m. Strategic Plan Implementation Planning Meeting - Virtual (Heidi)

1:00 p.m. Discussion on Outreach Strategies for Chimacum Drainage District – Virtual (Heidi)

1:00 p.m. Olympic Community Action Programs (OlyCAP) Annual Meeting – OlyCAP Office (Greg)

1:00 p.m. Olympic Peninsula Tourism Master Plan Leadership Team/MMGY NextFactor – Virtual (Heidi)

Agenda: August 28, 2023

- 2:15 p.m. Jefferson County Childcare Team Check In – Virtual (Kate)
2:30 p.m. Port Townsend Paper Company/Mill Tour – (Heidi)
3:30 p.m. 2024 Legislative Priorities Leadership Council Executive Meeting – Virtual (Kate)

Thursday, August 31, 2023

OPEN

Friday, September 1, 2023

- 12:30 p.m. Speak on KPTZ – (Heidi)
2:00 p.m. Recompete Task Force 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. 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