



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, August 19, 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. **RESOLUTION NO. __** re: Construct a Road and Stormwater Improvements on a Portion of Public Right of Way Known as W. Foster Street
 
2. **AGREEMENT** re: Data Share – Opioid Dashboard; No cost; Public Health; Washington State Department of Health
 
3. **AGREEMENT** re: Culvert Replacement Project at Naylors Creek at West Valley Road and Gibbs Lake Road; Estimated amount of \$20,000; Public Works; Krazan and Associates
 
4. **AGREEMENT** re: Olympic Discovery Trail – Puget Sound to Pacific (PS2P) RAISE Grant; In the Amount of \$2,080,000; Public Works; Washington State Department of Transportation
 
5. **AGREEMENT** re: Glen Cove Infrastructure Extension Planning; In the Amount of \$60,000; DCD; SCJ Alliance
 
6. **AGREEMENT** re: Facilitation Services; In the Amount of \$13,000; Public Health; SCJ Alliance
 
7. **AGREEMENT, Amendment No. 1** re: Mental Health Prevention Program for School Districts; Additional Amount of \$24,708 for a total of \$49,416; Public Health; The Benji Project
 
8. **AGREEMENT, Amendment No. 2** re: Nurse Family Partnership – Home Visiting Services; Additional Amount of \$448,080.90 for a total of \$908,541.90; Public Health; Department of Children, Youth and Families
 
9. **AGREEMENT, Amendment No. 4** re: Nurse Family Partnership; Additional Amount of \$191,868 for a total of \$808,339.50; Public Health; Kitsap Public Health District
 
10. **APPOINTMENT** re: Port Ludlow Drainage District (PLLD): Commissioner 1; Ron Mountain to serve the remainder of an unexpired term until the next Special District General Election in February 2026
 
11. **MOTION** to: Continue with Server Migration and Committing to Funding the Project Through a 3rd Quarter Budget Appropriation, In the Amount of \$228, 853.09
 
12. **APPROVAL OF MINUTES:** Regular Meeting Minutes of August 12, 2024, and Emergency Meeting Minutes of August 15, 2024 (Duckabush Fire)
 
13. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated August 12, 2024 Totaling \$2,666,526.84 and August 19, 2024 Totaling \$622,006.56
   

REGULAR AGENDA:

No set time **PROCLAMATION** re: Proclaiming August 31, 2024 as Overdose Awareness Day and flying the Courthouse flag at half-mast on August 30, 2024  [↩](#)

No set time **PROCLAMATION** re: Employee Appreciation Week August 19-23, 2024  [↩](#)

10:15 a.m. **UPDATE** re: Washington State Department of Natural Resources (DNR) 2nd Quarter County Income Report and **PUBLIC COMMENT**  [↩](#)

Bill Wells, DNR Olympic Region Manager
Drew Rosanbalm, DNR Assistant Region Manager
Jeff Chapman, Jefferson County Assessor
Stacie Prada, Jefferson County Treasurer

10:45 a.m. **HEARING** re: Adoption of the Port Ludlow Drainage District Assessment System  [↩](#)

John Fleming, Public Works Engineer

No set time **COMMISSIONERS BRIEFING SESSION**

RECESS

AFTERNOON SESSION

1:30 to 2:00 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney, and Department of Community Development Director re: Potential Litigation; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(i)

2:00 p.m. **HEARING** re: Proposed Department of Community Development (DCD) Fee Schedule Update  [↩](#)

Josh Peters, DCD Director

No set time **BRIEFING and POTENTIAL ACTION** re: Commitment Letter – Paper to Digital Grant Application  [↩](#)

Josh Peters, DCD Director

No set time **ADDITIONAL DISCUSSION ITEMS**

ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE The Week of August 19, 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, August 19, 2024

9:00 a.m. BOCC – Board
11:00 a.m. August 6, 2024 Pre-Certification Meeting - Kate
12:00 p.m. Washington State Association of Counties Virtual Assembly - Heidi
4:30 p.m. North Hood Canal Chamber of Commerce Board and Members Meeting - Greg

Tuesday, August 20, 2024

9:00 a.m. Community Wildfire Protection Plan Implementation - Heidi
10:00 a.m. Greg Brotherton Zoom Meeting regarding Bayside Housing – Greg
11:00 a.m. Shelter Coalition – Greg
11:00 a.m. Board of Health Subcommittee Meeting – Heidi
1:30 p.m. Jefferson Transit Authority Board Meeting – Heidi
1:30 p.m. Teams Meeting – Executive Session – Heidi
3:00 p.m. Forest Service NOGA Cooperating Agency: Office Hours with Kathleen - Heidi

Wednesday, August 21, 2024

8:30 a.m. Budget Meeting – Board
9:00 a.m. Jefferson Community Foundation Public Open House - Heidi
9:00 a.m. Forest Service NOGA Cooperating Agency: Small Group Meeting - Heidi
11:00 a.m. Olympic Peninsula Welcome Signage Meeting – Greg
12:00 p.m. Community Wildfire Protection Plan Implementation – Heidi
1:00 p.m. Hood Canal Coordinating Council Board of Directors Meeting - Kate
2:30 p.m. Childcare Capacity/Family Support Meeting - Kate
3:30 p.m. Chimacum Empowered Teens Coalition - Heidi
5:00 p.m. County Picnic - Board

Thursday, August 22, 2024

11:00 a.m. Department of Natural Resources Encumbered Lands Workgroup – Heidi
1:00 p.m. Jefferson County Washington Strategic Plan Implementation Support Project Status – Heidi
4:30 p.m. Jefferson Community Foundation Discovery Bay Event - Heidi

Friday, August 23, 2024

No events listed

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.

Agenda: August 19, 2024

COMMISSIONERS MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request