



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – March 25, 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:

- | |
|--|
| <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** KD called to order, GB and HE present.

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

[09:01:05 AM \(00:01:27\)](#) Comment
[09:05:03 AM \(00:05:24\)](#) Comment
[09:08:55 AM \(00:09:16\)](#) Comment
[09:12:36 AM \(00:12:58\)](#) 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. **HEARING NOTICE** re: An Ordinance Adopting Rules for the Adoption of Ordinances, Resolutions, and Motions in Jefferson County; Hearing to be held April 8, 2024 at 11:00 a.m.; Jefferson County Courthouse, Commissioners Chambers; 1820 Jefferson Street, Port Townsend, WA (HYBRID)
 
2. **AGREEMENT** re: Official Legal Newspaper of Record; County Administrator; Jefferson County/Port Townsend Leader
 
3. **AGREEMENT** re: Construction Surveying for Phase 3 – Low Pressure Sewer Collection System for the Port Hadlock UGA; In the Amount of \$49,870; Public Works; Van Aller Surveying
 
4. **AGREEMENT** re: Climate Facilitation; In the Amount of \$9,993; Public Health; Cascadia Consulting
 
5. **AGREEMENT** re: Dungeness Crab Larval Monitoring; In the Amount of \$23,156; Public Health; Puget Sound Restoration Fund
 
6. **AGREEMENT** re: Olympic Coast Remotely Operated Vehicle; In the Amount of \$20,347; Public Health; National Marine Sanctuary Foundation
 
7. **AGREEMENT, Amendment No. 1** re: Harm Reduction/Naloxone Videos; In the Amount of \$11,865; Public Health; Whaleheart Productions
 
8. **ADVISORY BOARD RESIGNATION re:** Intellectual/Developmental Disabilities Advisory Board; Carl Hanson
 
9. **ADVISORY BOARD REAPPOINTMENT re:** Jefferson County Library District Board of Trustees; Unexpired Term on April 30, 2024; Vickie Norris
 
10. **APPROVAL OF MINUTES:** Regular Meeting Minutes of March 11 and 18, 2024
 
11. **Payment of Jefferson County Payroll Warrants** Dated March 18, 2024 Totaling \$713,195.49, Dated March 20, 2024 Totaling \$103,599.14 and Dated March 21, 2024 (Jury) Totaling \$4,898.08
     

[09:22:46 AM \(00:23:07\)](#) GB moved to approve the Consent Agenda. HE second, unanimous.

[09:23:32 AM \(00:23:53\)](#) Public Comment Period – Continued

[09:24:04 AM \(00:24:25\)](#) Comment

REGULAR AGENDA:

COMMISSIONERS BRIEFING SESSION The Commissioners discussed recent meetings they attended, and miscellaneous items.

[09:49:50 AM \(00:50:11\)](#) Recess

[10:04:21 AM \(00:50:55\)](#) Reconvene

COMMISSIONERS BRIEFING SESSION – Continued: The Commissioners and County Administrator continued discussing recent meetings they attended, miscellaneous items, and reviewed their meeting schedules. Commissioner Brotherton shared a letter of support for the Hoh Tribe Fire Department equipment. Commissioner Dean discussed a letter of support for affordable housing projects. They also discussed Boards and Committees vacancies. Commissioner Brotherton shared AI power point.

[11:01:23 AM \(01:47:57\)](#) Recess until 1:30 pm.

[01:30:10 PM \(01:48:42\)](#) Reconvene

AFTERNOON SESSION

1:30 to 2:45 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney, Deputy Prosecuting Attorney, Department of Community Development Director and Chief Strategy Officer 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. No action taken therefor no public comment.

[01:30:40 PM \(01:49:12\)](#) 130 to 245

[02:45:21 PM \(01:49:51\)](#) 245 extend 15 min to 3:00 p.m.

[03:00:31 PM \(01:50:54\)](#) 3:00 back in session

3:00 p.m. **WORKSHOP** re: Emergency Shelter Closure  and **PUBLIC COMMENT PERIOD**

[03:06:51 PM \(01:57:14\)](#) Anna and Amelia give the Board updates and plans moving forward.

[03:21:47 PM \(02:12:11\)](#) AM shares about communications and supplies and the available funds.

[03:40:09 PM \(02:30:33\)](#) Commissioner Dean opens the floor for public comment.

[03:40:39 PM \(02:31:03\)](#) public comment
[03:45:08 PM \(02:35:32\)](#) public comment
[03:47:56 PM \(02:38:20\)](#) public comment
Public comment
[03:56:17 PM \(02:46:41\)](#) public comment
[03:57:29 PM \(02:47:53\)](#) public comment
[03:58:41 PM \(02:49:05\)](#) public comment

[04:00:09 PM \(02:50:33\)](#) Commissioner Brotherton will reach out to keep conversations going and continue working with PH. The goal is a permanent shelter.

Greg Brotherton, Commissioner District No. 3
Barbara Ehrlichman, Deputy Civil Prosecuting Attorney
Pinky Mingo, Environmental Health Manager

ADDITIONAL DISCUSSION ITEMS

- Letter of Support for the Hoh Tribe Fire Department [04:13:52 PM \(03:04:16\)](#) MOTION: Listen to recording for full motion.
- Caswell Brown and OlyCAP
- A case dismissed on indigent clients
- Board and Committee Vacancies  discussed in morning session.
- AI Discussion 

ADJOURNMENT [04:18:39 PM \(03:09:03\)](#) 4:18

COMMISSIONERS MEETING SCHEDULE The Week of March 25, 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 25, 2024

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

Tuesday, March 26, 2024

2:00 p.m. Port Townsend Roundtable on Marine Renewable Energy – Greg
2:00 p.m. Jefferson County Board of Health Subcommittee – (Virtual) Greg, Heidi
4:00 p.m. Jefferson Community Foundation – (Virtual) Heidi

Wednesday, March 27, 2024

12:00 p.m. Recompete Coordinator Jefferson County Tour – Greg
12:30 p.m. Jefferson County Recompete Meeting – Greg
12:30 p.m. Chimacum Connection - Heidi
2:30 p.m. Housing Fund Board – (Virtual) Greg
3:30 p.m. Chimacum Empowered Teens Coalition - Heidi

Thursday, March 28, 2024

Agenda: March 25, 2024

12:00 p.m. Law Library Board of Trustees – Heidi
3:00 p.m. Solid Waste Advisory Committee - Heidi
Friday, March 29, 2024
12:30 p.m. KPTZ - 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 (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