



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – **Tuesday**, November 12, 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: In the Matter of Imposing Emergency Load Limits on County Roads
 
2. **AWARD of CONTRACT** re: Phase 4 – Stage 2 re: On-site grinder pump installation for the Port Hadlock UGA; In the Amount of \$1,056,937.29; Public Works; Earthwork Solutions, LLC
 
3. **AGREEMENT** re: JUMP! Playground Construction – Phase 2; In the Amount of \$351,384.72; Public Works; KCDA; Great Western Recreation
 
4. **AGREEMENT** re: Public Infrastructure Fund – Lawrence Street Complete Streets Project; In the Amount of \$160,591; County Administrator; City of Port Townsend
 
5. **AGREEMENT** re: Public Infrastructure Fund – Jefferson County International Airport Eco-Industrial Park Project; In the Amount of \$486,641; County Administrator; Port of Port Townsend
 
6. **AGREEMENT** re: Public Infrastructure Fund – Quilcene Complete Streets Project; In the Amount of \$202,767; County Administrator; Jefferson County
 
7. **AGREEMENT, Amendment No. 1** re: Hoh River Resiliency – Lindner Creek; Change of Scope, no change in cost; Public Health; Washington State Recreation and Conservation office
 
8. **AGREEMENT, Amendment No. 2** re: Self-Determination and Self-Advocacy Services; In an Additional Amount of \$8,070.28 for a total of \$20,277; Public Health; People First of Washington State
 
9. **APPROVAL OF THE CONTINUATION OF THE JEFFERSON COUNTY PUBLIC OFFICIAL POSITION SCHEDULE BOND No. 52BSBH126;** Issued by Harford Fire Insurance Company for the Treasurer, Clerk, Sheriff, Auditor, Prosecuting Attorney, Engineer, Commissioners #1, #2, and #3, Judge and Assessor
 
10. **EXERCISE of OPTION** re: Contract for Hearing Examiner Services; In the Amount of \$25,000; County Administrator; Gary N. McClean
 
11. **APPROVAL OF MINUTES:** Regular Meeting Minutes of November 4, 2024 and Special Meeting Minutes of November 8, 2024 (Joint LTAC)
 
12. **APPROVAL OF PAYROLL WARRANTS:** Dated November 5, 2024 and Totaling \$101,020.33; and Dated November 5, 2024 and Totaling \$2,612,920.43
   

REGULAR AGENDA:

- 10:30 a.m. **HEARING** re: Adoption of the 2025-2030 Six-Year Transportation Improvement Program (TIP)
 [↩](#)

Monte Reinders, Public Works Director
Eric Kuzma, Assistant Public Works Director
- No set time **COMMISSIONERS BRIEFING SESSION**
- No set time **RECESS**
- 1:30 p.m. **AFTERNOON SESSION**
- 1:30 p.m. **CONTINUED DISCUSSION and POTENTIAL ACTION** re: Repealing Resolution No. 42-03 and Adding a Resolution Adopting Code Compliance Rules of Procedure Pursuant to Chapter 19.05.020(1) JCC
 [↩](#)

Pinky Mingo, Environmental Health & Water Quality Manager
Greg Ballard, DCD Development Code Administrator
Nicki Akins, DCD Code Compliance Coordinator
Ariel Speser, Deputy Civil Prosecuting Attorney
- 2:30 p.m. **WORKSHOP** re: County Compliance with Permit Process Requirements in SB5290
 [↩](#)

Josh Peters, DCD Director
- 3:00 p.m. **WORKSHOP** re: Update on Pending Solid Waste Recycling Program Revisions
 [↩](#)

Al Cairns, Solid Waste Manager
- 3:30 p.m. – 4:00 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney, Civil Deputy Prosecuting Attorney, Department of Community Development Director, Associate Planner, and Contract Planner 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 set time **ADDITIONAL DISCUSSION ITEMS**
- No set time **ADJOURNMENT** (Adjourn by 4:30 p.m.)
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COMMISSIONERS MEETING SCHEDULE
The Week of November 11, 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, November 11, 2024

HOLIDAY

Tuesday, November 12, 2024

9:00 a.m. BOCC Meeting – Board
10:00 a.m. Shelter Operation Check-in - Greg
11:15 a.m. New Shelter Coalition Meeting – Greg
2:30 p.m. Behavioral Health Advisory Committee - Heidi

Wednesday, November 13, 2024

8:30 a.m. Olympic Region Clean Air Agency Finance Committee Meeting – Greg
9:00 a.m. WA Department of Natural Resources Carbon and Forest Management Work Group - Heidi
2:30 p.m. Childcare Capacity/Family Support – Kate
6:30 p.m. Peninsula Trails Meeting – Kate
7:00 p.m. Grange Meeting - Heidi

Thursday, November 14, 2024

10:00 a.m. Peninsula Trails Coalition and Jefferson Land Trust Meeting - Heidi
10:30 a.m. Board of Health Agenda Planning Meeting - Kate
11:00 a.m. Point in Time Meeting – Greg
1:00 p.m. Jefferson County Forestry Monthly Meeting – Heidi
2:00 p.m. Department of Natural Resources Encumbered Lands Workgroup Meeting - Heidi
3:00 p.m. Behavioral Health Consortium – Greg
4:00 p.m. Septic Class - Heidi

Friday, November 15, 2024

8:00 a.m. Marine Resources Committee Northwest Straits Conference - Heidi
9:00 a.m. Olympic Consortium Board – Greg
10:00 a.m. Maritime Washington National Heritage Area Advisory Board Tour - Kate

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.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request
