



AGENDA

Jefferson County Board of Commissioners

Regular Meeting **Tuesday** – February 21, 2023

Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

This is a Hybrid meeting: Virtual and In-Person Attendance

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 and others 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 the meeting in-person. This option may be limited as we are operating at 50% room occupancy at this time.

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**](#)

[09:03:47 AM \(00:03:32\)](#) Comment

[09:07:16 AM \(00:07:01\)](#) Comment

[09:10:59 AM \(00:10:44\)](#) Comment (re: Hearing, is unable to attend hearing later)

[09:12:50 AM \(00:12:35\)](#) Comment

[09:13:53 AM \(00:13:38\)](#) Response to comments

[09:20:49 AM \(00:20:35\)](#) Comment (re: Hearing)

[09:24:34 AM \(00:24:20\)](#) Comment (re: Hearing)

[09:26:34 AM \(00:26:19\)](#) Reminder to the public there is a hearing at 10:30 a.m. and they can attend at that time as staff is not currently here and not able to listen to comments made before the hearing.

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. 06-23** re: In the Matter of Finding and Determination to Declare Certain person Property as Surplus and Authorize Disposal
 
2. **RESOLUTION NO. 07-23** re: Establish a New Department in the General Fund for Therapeutic Courts
 
3. **CERTIFICATION** re: County Road Administration Board (CRAB) Road Levy Certification
 
4. **MEMORANDUM of AGREEMENT** re: Corrections Officer Hiring Incentive; Jefferson County Sheriff's Office Uniformed Support Services; Fraternal Order of Police; Ryan Taylor
 
5. **AGREEMENT** re: Corrections Center Lower Parking Lot; In the Amount of \$17,537.83; Central Services Facilities; Shold Excavating
 
6. **AGREEMENT** re: Anti-Racist Literacy Workshop; In the Amount of \$23,779 (NACCHO Grant Funds); Public Health; Usawa Consulting
 
7. **AGREEMENT** re: Olympia Oyster Outreach; In the Amount of 9,800; Jefferson County Marine Resources Committee; Puget Sound Restoration Fund
 
8. **AGREEMENT** re: 2023 Affordable Housing/Homelessness Grant Funding; Tiny Shelters for Caswell-Brown Village; In the Amount of \$20,000; Jefferson County Administrator; Community Build
 
9. **AGREEMENT, Amendment No. 1** re: Olympic Discovery Trail – Anderson Lake Connection Project; Additional Right of Way; Public Works; Recreation and Conservation Office
   
10. **ADVISORY BOARD RESIGNATION** re: Jefferson County Marine Resources Committee (MRC); District No. 3 Representative, Heather Burns
 

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11. **ADVISORY BOARD APPOINTMENT** re: Jefferson County Parks and Recreation Advisory Board (JCPRAB); Two (2) Year Term to Expire February 21, 2023; District No. 2 Representative, Bob Hoyle
 
12. **ADVISORY BOARD APPOINTMENT** re: North Pacific Coast Marine Resources Committee (MRC); Two (2) Year Term to Expire December 7, 2024; District No. 2 Representative, Wendy Feltham
 
13. **MINUTES** re: Regular Meeting of February 13, 2023
 
14. **Payment of Jefferson County Payroll Warrants** Dated 02/03/23 Totaling \$161,959.03 and Dated 02/17/23 Totaling \$93,504.88 (Records of all claims submitted for payment along with A/P Warrants approved by the Payroll Services Manager are retained in the Jefferson County Auditor's Office.)
   
15. **Payment of Jefferson County Vouchers/Warrants** Dated 02/13/23 Totaling \$1,567.212.79 (Records of all claims submitted for payment along with vouchers approved by the Board of Jefferson County Commissioners are retained by the Jefferson County Auditor and Public Works Department.)
 

[09:32:39 AM \(00:32:25\)](#) HE moved, KD second, unanimous.

COMMISSIONERS BRIEFING SESSION: Commissioner Eisenhower discussed debriefed the Board on the recent Washington D.C. National Association of Counties (NACo) conference she attended. Commissioner Dean provided a legislative update and discussed other meetings she attended.

REGULAR AGENDA:

9:45 a.m. **MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE**

Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director

[09:46:10 AM \(00:45:55\)](#) Health update
[10:20:04 AM \(01:19:50\)](#) Emergency Management update

[10:30:09 AM \(01:29:54\)](#) Recess
[10:33:41 AM \(01:30:26\)](#) Reconvene

10:30 a.m. **HEARING** re: Ordinance Relating to Courthouse Security; Repealing and Replacing Resolution No. 78-99
 

Joe Nole, Sheriff
Troy Surber, Civil Deputy

[10:34:13 AM \(01:30:58\)](#) Sheriff Joe Noel and Chief Civil Deputy Prosecuting Attorney Philip Hunsucker were present for the hearing. County Administrator Mark McCauley stated that due to the importance of security to employees and the public, formalizing procedures we have had in place makes sense, and codifying it into code accomplishes that objective.

Chief DPA Hunsucker explained that to codify this ordinance, changes will need to be made. He proposed the Commissioners listen to testimony and continue deliberations the following week. After staff discussion, Chair Brotherton opened the hearing to allow for public testimony.

[10:55:47 AM \(01:52:32\)](#) GB opened up the hearing to allow for public testimony. The following individuals provided testimony:

[10:56:22 AM \(01:53:07\)](#) Steven Schumaker, Port Townsend

[10:59:15 AM \(01:56:00\)](#) Stacie Prada, Port Townsend (Treasurer)

[11:02:30 AM \(01:59:15\)](#) Brenda Huntingford, Port Ludlow (Auditor)

[11:04:30 AM \(02:01:15\)](#) Margaret Taylor, Port Townsend

[11:08:24 AM \(02:05:09\)](#) Chuck Henry, Port Townsend

[11:11:29 AM \(02:08:14\)](#) Tom Thiersch, Jefferson County

[11:15:35 AM \(02:12:20\)](#) George Yount, Port Townsend

[11:16:33 AM \(02:13:18\)](#) Commissioner Dean indicated it may be beneficial to keep the hearing open until the end of deliberations. Clerk Carolyn Gallaway suggested that the Board could close the oral testimony portion of the hearing and extend the written deliberations. Chair Brotherton stated the Board will make a determination on hearing testimony at the end of deliberations.

[12:02:59 PM \(02:59:44\)](#) After deliberations, Commissioner Brotherton closed the oral testimony portion of the hearing, and stated that written testimony will be extended through February 24, 2023 at 4:30 p.m. The Board agreed to continue deliberations on February 27, 2023 at a time to be determined.

[12:04:34 PM \(03:01:19\)](#) Recess

[01:31:18 PM \(03:02:25\)](#) Reconvene

AFTERNOON SESSION 1:30 p.m.

1:30 p.m.

[UPDATE](#) re: Planning Process for Solid Waste Facility Replacement



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

Public Works Director Monte Reinders and Solid Waste Manager Al Cairns were present to give a presentation to review the issues of the current Solid Waste Facility, and potential sites for a new facility. Public Works has a 5-7 year timeframe to address the issues. Manager Cairns reported that Public Works has been getting input from various stakeholders including the Solid Waste Advisory Committee (SWAC) members, Vikek Environmental Engineers, an integrated planning team, and Public

Works staff. Currently, the most promising potential future site appears to be at the SR19 and HWY 104 intersection.

ADDITIONAL DISCUSSION ITEMS

- [Meeting planning](#) re: Upcoming Special Meeting with Washington Department of Transportation on February 23, 2023 at 10:00 a.m.
- Discussion and Potential Approval re: ARPA Funding Requests and Potential Public Comment – Not discussed, moving to next meeting
- Legislative Update – Not discussed
- [Discussion re: FY24 Congressionally Directed Spending \(CDS\); Requests Portal has opened](#)

NOTICE OF ADJOURNMENT 2:59 p.m.

COMMISSIONERS MEETING SCHEDULE The Week of February 20, 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, February 20, 2023 HOLIDAY

Tuesday, February 21, 2023

09:00 a.m. BOCC Meeting - Hybrid (All 3)
12:15 p.m. Quilcene Food Bank Planning Committee Meeting – Virtual (Greg)
3:00 p.m. Jefferson Transit Authority Board Meeting – Virtual (Board)

Wednesday, February 22, 2023

8:30 a.m. Jefferson County Budget Committee Meeting – Virtual (Board)
10:30 a.m. Strategic Planning Team Weekly Meeting – Virtual (Heidi)
Noon Economic Development Council (EDC) Team Jefferson Work Plan Meet-up – Virtual (Kate)
2:00 p.m. JTA/TAG Brainstorming for Zero Fare Outreach/Awareness Meeting – Courthouse (Heidi)
2:15 p.m. Jefferson Healthcare Childcare/Family Support Center Project Meeting – Virtual (Kate)
2:30 p.m. Housing Fund Board Meeting – Hybrid (Greg & Kate)
7:00 p.m. Barstool Bingo Event – Pump Track, Port Townsend (Kate)

Thursday, February 23, 2023

10:00 a.m. BOCC Special Meeting re: Washington State DOT; Construction Schedule (All 3)
11:00 a.m. Olympic Region Clean Air Agency (ORCAA) Salary Survey Meeting – Virtual (Greg)
11:00 a.m. Jefferson County Childcare Convening Meeting – Virtual (Kate)
1:00 p.m. Trust Land Transfer Legislative Session Touch Base – Virtual (Heidi)
2:00 p.m. North Olympic Development Council (NODC) Monthly Meeting – Virtual (Kate)

Friday, February 24, 2023

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9:30 a.m.	Public Infrastructure Fund (PIF) Board Special Meeting – Hybrid (Heidi)
Noon	SPECIAL MEETING - WSAC 2023 Legislative Virtual Update – Virtual (Greg & Kate)
5:30 p.m.	Jefferson County Community Foundation Happy Hour Event – TBD (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 – Board of Commissioners – Boards & Committees or click on the Calendar tab on the home page of the website.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request