



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – May 15, 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**

One received.

Mark addresses roundabout

Commissioners respond and will keep open until 930 am

No set time **APPROVAL AND ADOPTION OF THE CONSENT AGENDA:** HE moved to approve. KD seconded and carried by a unanimous vote.

(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. **AGREEMENT** re: Noxious Weed Control through Washington Conservation Corps; In the Amount of \$15,000; Jefferson County Extension, Washington State University, Jefferson County Noxious Weed Control Board; Clallam County Commissioners, Clallam County Noxious Weed Control Board
 
2. **AGREEMENT** re: Community Assistance, Referral, and Education Services (CARES) Program; In the Amount of \$46,000; Jefferson County Public Health; East Jefferson Fire and Rescue
 
3. **AGREEMENT** re: Processing Credit Card Transactions at the Transfer Station; In the Estimated Amount of \$32,670; Jefferson County Public Works; CardConnect, LLC
 
4. **AGREEMENT**, **Amendment No. 1** re: Center Road 2R Overlay M.P. 10.34 to M.P. 14.58, County Project No. 18020960, CRAB Project No. 1622-01; Increase in Amount to 1,477,400 through CRAB Authorization; Jefferson County Public Works; County Road Administration Board (CRAB)
 
5. **AGREEMENT**, **Supplemental No. 1** re: Closed Landfill Groundwater Monitoring; Change in Time for Performance, Scope of Services and Increased Dollar Amount of \$45,423 for an Updated Project Total of \$151,191; Jefferson County Public Works; Aspect Consulting
 
6. **AGREEMENT, Change Order No. 1 and 2** re: Thorndyke Road, M.P. 4.71 Culvert Replacement, County Project No. 18020580, County Road No. 418708, RCO Project No. 20-1657R; **Change Order No. 1**) No Change in Dollar Amount, Replacement in Specifications for Liquidated Damages Only; **Change Order No. 2**) Decrease in a Dollar Amount of \$17,761.56 for an Updated Project Total of \$1,731,259.44; Jefferson County Public Works; Nordland Construction NW, Inc.
 
7. **AGREEMENT** re: South Discovery Road and South Jacob Miller Road Roundabout Concept Design; In the Amount of 21,046.06; Jefferson County Public Works; Shea, Carr & Jewell, Inc (dba SCJ Alliance)
 

8. **ADVISORY BOARD REAPPOINTMENT(s) (4)** re: Solid Waste Advisory Committee (SWAC); **1)** Two Year Term to Expire January 7, 2025; Industry Alternate Representative (City of Port Townsend Water Treatment), Bliss Morris; **2)** Two Year Term to Expire January 3, 2025; Agriculture & Conservation Representative (Jefferson County Conservation District), Glenn Gately; **3)** Two Year Term to Expire February 19, 2025, Industry Alternate Representative (Waste Connections), Brian Tate; and **4)** Two Year Term to Expire January 7, 2025, Industry Alternate Representative (Skookum Recycle), Stacy Hall
 
9. **MINUTES** re: Regular Meeting Minutes of May 8, 2023
 
10. **Payment of Jefferson County Payroll Warrants** Dated May 5, 2023 Totaling \$18,985.10 and April 20, 2023 Totaling \$90,585.98 (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.)
 
11. **Payment of Jefferson County Vouchers/Warrants** Dated May 8, 2023 Totaling \$927,095.38 (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.)
 

REGULAR AGENDA:

No set time

COMMISSIONERS BRIEFING SESSION

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

KD briefs and was in DC all week of 5.8.23 advocating for Federal funding for restoration of Puget Sound.

HE briefs on recent meetings and miscellaneous topics;
Last call for pc none and closed for the morning

GB briefs on recent meetings and miscellaneous topics; talks with constituents. He shared a letter on Bill 5536 about harm reduction policies and criminalizing paraphernalia. KD to discuss this further at a later time.    

HE Chris Goy props for electric car charging locations applications.

Schedule a chat on aquatic center, ODT- workshop. Invite Monte first for discussion.

MM briefed the Board on updates with revising County Code, drafting TCC contract for Gateway, working with DCD on hiring new Sr. Management team. Some positions have been filled. Calendared.

Continue discussion on
HE more briefing. Rhody,

Forestry workshop, Regional at WSU for workshop with board on small farm programs.

[KD](#) discuss radio show, ICG.

[KD](#) on calendaring.

[HE](#) on calendaring.

[GB](#) on calendaring.

[MM](#) on calendaring.

[KD](#) more calendaring for the week after. Not available for budget meeting, HE will do minutes. KD unable to attend ICG as well. MM to meet with Cindy for [economic summit](#), to discuss in ICG

COMMISSIONERS' BRIEFING SESSION - continued. [ICG](#) followed up on with KD to discuss what will be covered.

[Radio Schedule](#).

RECESS

AFTERNOON SESSION

[1:30 p.m.](#)

WORKSHOP and POTENTIAL ACTION re: Assessment and Design Project for Two Reaches of the Dosewallips River; **AGREEMENT** re: Rocky Brook and Powerlines Reach Habitat Restoration Project; In the Amount of \$444,887; Environmental Public Health; Natural Systems Design



Pinky Mingo, Environmental Public Health Director
Tami Pokorny, Natural Resources Program Manager

Natural resources Program Manager Tami Pokorny presents for the Assessment and Design Project for Two Reaches of the Dosewallips River workshop and answers questions. Improve salmon habitat. There will be another meeting in June or as late as August for engineering and design.

[Joey Smith](#) Engineer Natural Systems Design available for questions.

This is strictly for planning and community dialog and expert information brought to the community.

[10:49:23 AM \(02:25:09\)](#) MOTION

Commissioner Eisenhower moved to approve the Professional Service Agreement with Natural Systems Design for the Dosewallips river, Rocky Brook and Powerlines Reach habitat restoration design project April 1, 2023 to November 30 2024, in the amount of \$444,887. Commissioner Dean seconded. Commissioner Brotherton called for a vote. Commissioner Brotherton reverses approval of motion and opens for public comment. No comments were received. Commissioner Brotherton closes public comment and recalls for a vote which passed unanimously.

PRESENTATION AND DISCUSSION re: Proposals to Modify both Parks and Recreation fees, and the County Fee System; For Review, Proposed Draft ORDINANCE re: Relating to County Fee Policy and Requirements and Department of Public Works Parks and Recreation Division Fee Schedules and Proposed Draft RESOLUTION re: Adopting a Fee Schedule for the Department of Public Works, Parks and Recreation Division



Matt Tyler, Parks and Recreation Manager
Barbara Ehrlichman, Civil Deputy Prosecuting Attorney

Parks and Recreation Manager Matt Tyler presents to the Board on Parks and Recreation fees; Rec Center, Shelters, Memorial and HJ Athletic Fields, and Campgrounds. He shared how revenue is made and how the County's facilities are used. He proposed to modify the County Fee System to make it easier for adoption.

[11:23:15 AM \(02:59:00\)](#)

Civil Deputy Prosecuting Attorney Barbara Ehrlichman, attended and answered questions by the Board.

[11:37:14 AM \(03:13:00\)](#)

KD does not want this to get lost and for transparency add these fee changes on regular agenda not consent. BOH changes will need to be looked into by legal. Chief Civil Deputy Prosecuting Attorney, attended and answered questions by the Board. MM and PH share this process is more transparent than the current process in use.

& Public comment-There was no proposed action and therefore no public comment on this topic.

ADDITIONAL DISCUSSION ITEMS

- Rhody is confirmed for Commissioners entry
- debriefed on the WSAC meeting this afternoon
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- Commissioner Brotherton will follow up on the ICG agenda and discuss in Coordination topics for ICG
- Commissioner Brotherton will discuss with Monte on the ODT and Aquatic Center
- Future discussions on harm reduction and criminalizing paraphernalia

NOTICE OF ADJOURNMENT at 3:39 p.m.

COMMISSIONERS MEETING SCHEDULE
The Week of May 15, 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, May 15, 2023

- 9:00 a.m. BOCC Meeting - Hybrid (Board)
- 12:00 p.m. BOCC Special Meeting - WSAC Virtual Assembly (Board)
- 6:00 a.m. Director Marcia Ostrom / WSU Peninsula Food System Meet and Greet – Finnriver (Greg)

Tuesday, May 16, 2023

- 10:00 a.m. Wildfire Smoke Community Training - Cotton Building (Greg & Heidi)
- 11:00 a.m. North Olympic Development Council Executive Board Meeting – Virtual (Kate)
- 1:00 p.m. Harm Reduction - South County Meeting – Virtual (Greg)
- 3:00 p.m. Behavioral Health Advisory Committee Meeting – Virtual (Heidi)
- 3:30 p.m. Port Townsend Empowered Teens Coalition Meeting - Virtual (Kate)

Wednesday, May 17, 2023

- 8:00 a.m. Annual Library Trustees Breakfast – Jefferson County Library (Board)
- 10:30 a.m. Jefferson County Strategic Plan Project Team Meeting – Virtual (Heidi)
- 1:00 p.m. Hood Canal Coordination Council Board Meeting – Virtual (Kate)
- 2:15 p.m. Childcare Capacity/Family Support Meeting – Virtual (Kate)
- 3:30 p.m. Chimacum Empowered Teens Coalition Meeting – Virtual (Heidi)

Thursday, May 18, 2023

- All Day Puget Sound Partnership Eco Coordination Board Meeting - In-Person, Friday Harbor (Kate)
- 9:00 a.m. Olympic Community of Health (OCH) Housing Convening Conference – Blyn (Greg)
- 9:00 a.m. WSAC Broadband Advisory Committee Meeting – Virtual (Greg)
- 1:00 p.m. Trust Land Transfer Meeting – Virtual (Heidi)

Friday, May 19, 2023

- 8:30 a.m. Healthier Together Monthly Planning Meeting – Hybrid, Port Townsend City Hall (Kate)
- 9:00 a.m. MMGY NextFactor/OP Tourism Strategic Plan Leadership Meeting – Port Ludlow Village (Heidi)
- 9:00 a.m. Salish Behavioral Health-ASO Executive Board Meeting – Virtual (Greg)
- 9:00 a.m. Jefferson County Parks and Recreation Advisory Board Special Meeting – Parks Tour (Greg)
- 10:00 a.m. Olympic Coast National Marine Sanctuary Advisory Council (OCNMS AC) – Virtual (Heidi)
- 11:30 a.m. Jefferson County Coordination 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.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request
