



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – March 4, 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:

• 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**

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. **COMMERCIAL LEASE AGREEMENT** re: Records Management and Facilities Maintenance Office Space; In the Amount of \$4,000/month plus utilities; Central Services; Richard and Beverly Stapf
 
2. **AGREEMENT** re: Legal Research Subscription; In the Amount of \$1,134/month; Prosecuting Attorney's Office; LexisNexis
 
3. **AGREEMENT** re: Center Road 2R Overlay MP 10.34-14.58, Project No. 1802096, CRAB RAP Project No. 1622-01; In the Amount of \$1,112,583.65; Public Works; Lakeside Industries
 
4. **AGREEMENT** re: Recompete Strategy Development Grant; In the Amount of \$60,000; Department of Community Development; Clallam County
 
5. **AGREEMENT, Amendment No. 1** re: Community Wildfire Protection Plan; In the Amount of \$27,475.30; County Administrator; SWCA Environmental Consultants
 
6. **AGREEMENT, Amendment No. 1** re: Nurse Family Partnership; Home Visiting Services; Additional Amount of \$40,913.61 for a total of \$460,470.90; Public Health; Washington State Department of Children, Youth and Families
 
7. **AGREEMENT, Amendment No. 1** re: Implementing Enterprise Permitting and Licensing (EPL); Additional Amount of \$90,000 for a total of \$180,000; County Administrator; Hansell Tierney, Inc.
 
8. **ADVISORY BOARD APPOINTMENT** re: Solid Waste Facility Task Force (SWFTF); Don Rhoden
 
9. **APPROVAL OF MINUTES:** Regular Meeting Minutes of February 5, 12, 20, 26, 2024, and Special Meeting Minutes of January 20, 2024 (Planning Commission), and February 15, 2024 (Joint ICG)
 
10. **Payment of Jefferson County Vouchers/Warrants** Dated February 26, 2024 Totaling \$327,328.73 and Jury Warrant Dated February 27, 2024 Totaling \$920.19
   

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

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

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

10:15 a.m. **BID OPENING** re: Legal Newspaper of Record  [↩](#)

Carolyn Gallaway, Clerk of the Board

RECESS

AFTERNOON SESSION

1:30 p.m. **WORKSHOP** re: Department of Community Development 2024 Workplan  [↩](#)
 [↩](#)

Josh Peters, DCD Director

2:00 p.m. **WORKSHOP** re: Aquatic Facility: Recruitment of Healthier Together Task Force Members  [↩](#)

Greg Brotherton, Commissioner District 3

ADDITIONAL DISCUSSION ITEMS

ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE The Week of March 4, 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 4, 2024

9:00 a.m. BOCC Meeting – (Hybrid) Board
12:00 p.m. WSAC Virtual Assembly – (Virtual) Heidi
1:30 p.m. Recompete with North Olympic Peninsula - (Virtual) Greg

Tuesday, March 5, 2024

9:00 a.m. North Olympic Peninsula Recompete Coalition – Greg
11:00 a.m. Maritime Washington Advisory Board – (Virtual) Kate
6:00 p.m. Marine Resources Committee – (Virtual) Heidi
6:00 p.m. Growth Management Steering Committee – (Hybrid) Board

Wednesday, March 6, 2024

10:15 a.m. Climate Action Committee – Kate
11:30 a.m. Lodging Tax Advisory Committee – (Hybrid) Greg
2:00 p.m. Clallam/Jefferson Recompete Data and Projects Meeting – (Virtual) Greg
2:30 p.m. Childcare / Family Support Center Meeting – (Virtual) Kate

Agenda: March 4, 2024

- 5:00 p.m. Joint Clallam/Jefferson Marine Resources Committee – Heidi
- 5:00 p.m. Olympic Discovery Trail at Jefferson County Library - Heidi
- 5:30 p.m. Short Farm FSC Meeting – Heidi

Thursday, March 7, 2024

- 10:00 a.m. Olympic Area Agency on Aging – (Virtual) Heidi
- 1:30 p.m. AI in JeffCo – (Virtual) Greg
- 2:00 p.m. Riparian Working Group Series 4: Meeting #1 - Kate
- 5:30 p.m. Olympic Community Action Plan – Greg
- 6:00 p.m. Peninsula Trails Coalition - Kate
- 6:30 p.m. Chimacum DD Focus Group – Heidi

Friday, March 8, 2024

- 9:00 a.m. Peninsula Housing Authority – Greg
- 10:00 a.m. Municipal Research and Services Center Board Retreat - Kate
- 12:00 p.m. 2024 Legislative Updates – (Virtual) Heidi
- 12:00 p.m. County Action Committee – (Hybrid) Heidi
- 12:30 p.m. KPTZ – Heidi
- 1:00 p.m. Public Lands Steering Committee – (Virtual) 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 (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