



REGULAR MEETING AGENDA
CLALLAM COUNTY BOARD OF COUNTY COMMISSIONERS
223 East 4th Street, Room 160
Port Angeles, Washington
March 31, 2026 AT 10:00 AM

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 836 9266 4344 and passcode: 12345 and use *9 to raise your hand.

If you would like to participate in the meeting via Zoom video conference, visit <https://us06web.zoom.us/j/83692664344> and use meeting ID: 836 9266 4344 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://clallamcountywa.gov/meetings>

Public comment can be directed to the Clerk of the Board at 360-417-2256 or Loni.Gores@clallamcountywa.gov

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

- a Modification added item 5a

PUBLIC COMMENT ON AGENDA ITEMS – Please limit comments to three minutes (10 minutes total)

CONSENT AGENDA – Any Commissioner may remove items for discussion

- 1a Approval of vouchers for the week of March 23
The Following warrants and electronic payments are approved for payment:

Accounts Payable:	Total
Warrant numbers: 9951302 - 9951473	\$729,688.50
Electronic payments dates: n/a	\$0.00
Total Accounts Payable:	\$729,688.50
- 1b Approval of minutes for the week of March 23
- 1c Resolution establishing the structure of the Board of Equalization
- 1d Resolution appointing Dr. Gerald Stephanz to the Revenue Advisory Committee
- 1e Purchase order with Dell Technologies for Microsoft licensing
- 1f Request to utilize the interlocal purchasing system to purchase equipment for the Clallam County Fair Rodeo Arena Renovation Grant Project

- 1g Notice to call for bids to be received no later than Tuesday, April 28, 2026 at 10 a.m. regarding the Jail Detention Security Electronics System Project
- 1h Resolution certifying county capitalized asset inventory as of December 31, 2024
- 1i Letter to Olympic Peninsula Humane Society to terminate animal service contract
- 1j Letter of support for Bogachiel River Floodplain and Community Resilience Project
- 1k Statement of work with BlueIrisIQ for the purpose of exporting OnBase images and data
- 1l Proclamation recognizing Golden Jubilee Anniversary for the Sequim Bay Yacht Club 1976-2026
- 1m Proclamation recognizing April 2026 as Child Abuse Prevention Month

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a Resolution and three contract extensions for Conservation Future Projects Grants with North Olympic Land Trust - Cameron Farm, Heifer Farm North and Heifer Farm South
- 2b Agreement amendment H with Anchor QEA LLC for Dungeness Off-Channel Reservoir Project
- 2c Agreement with Clallam County Sheriff Support Services Guild for collective bargaining
- 2d Agreement with Jamestown S’Klallam Tribe for law enforcement duties
- 2e Agreement with RISE Rescue Alliance for animal services
- 2f Agreement with Clallam Public Defender for indigent public defense services

BUDGET

- 3a Resolution for consideration to adopt the following budget revisions:
Health & Human Services – Foundational Public Health Services (FPHS)
 - (1 of 2) The budget is being revised to transfer FPHS revenue to Environmental Health Administration for one-time special projects,

- including staff overtime for document scanning, data entry, and evening/weekend community outreach/\$25,000
- (1 of 2) Funding is being transferred from FPHS unanticipated projects to the HHS Operations budget for hand wash stations at the fairgrounds, emergency water filtration systems, public health education materials for community events, and water fountain filtration at the 3rd Street building/\$75,344
- (1 of 2) FPHS revenue from unanticipated projects is being reallocated to fund an HHS Administration special project where employees working outside regular hours will scan paper documents and enter data digitally/\$5,000

Non-Departmental – Opportunity Fund

- The budget revision provides funding for the City of Forks' Industrial Park Manufacturing Building Improvements and Electrical Upgrades, including a \$260,000 loan (up to 4.5% interest over 20 years with a 5-year deferral) and a \$675,000 grant/\$935,000
- This revision corrects the budget to reflect Opportunity Fund support for the Clallam Bay–Sekiu Sewer Pipe Replacement Project as a **working capital loan instead of a transfer**/\$1,000,000

Public Works – Clallam Bay-Sekiu Sewer Capital Replacement

- This revision corrects the budget to reflect Opportunity Fund support for the Clallam Bay–Sekiu Sewer Pipe Replacement Project as a working capital loan instead of a transfer/\$1,000,000
- This revision corrects the budget to reflect Opportunity Fund support for the Clallam Bay–Sekiu Sewer Pipe Replacement Project as a working capital loan instead of a transfer/\$1,000,000

3b Resolution for consideration to adopt the following supplemental appropriations:

Sheriff – Operations Stonegarden – The Operation Stonegarden FY24 Grant funds night vision goggle repairs and flotation devices, with expenses and reimbursement moved from the 2025 to the 2026 budget/\$19,630

Health & Human Services – Environmental Health – (2 of 2) The budget is being revised to transfer Foundational Public Health Services (FPHS) revenue to Environmental Health Administration for one-time special projects, including staff overtime for document scanning, data entry, and evening/weekend community outreach/\$25,000

Health & Human Services - Operations – (2 of 2) Funding is being transferred from Foundational Public Health Services (FPHS) unanticipated projects to the HHS Operations budget for hand wash stations at the fairgrounds, emergency

water filtration systems, public health education materials for community events, and water fountain filtration at the 3rd Street building/\$75,344
Health & Human Services - Administration – (2 of 2) Foundational Public Health Services (FPHS) revenue from unanticipated projects is being reallocated to fund an HHS Administration special project where employees working outside regular hours will scan paper documents and enter data digitally/\$5,000

HEARING(S) – Beginning at 10:30 a.m.

4a Consideration of resolution adopting the following debatable emergencies: Sheriff – Operations

- The Sheriff's Office handles over two-thirds of the County's public records requests, which are increasingly complex due to audio and video files that require review and redaction. The Public Records Officer recommends adopting tested AI software to streamline this process/\$9,252
- Funding is needed for the repair of two patrol vehicles damaged in collisions. ER&R coordinated the work through multiple vendors at a total cost of \$9,235, and all repairs are complete/\$9,235

Sheriff - Jail

- The jail kitchen's walk-in refrigerator, installed in 2007 and past its expected lifespan, requires frequent repairs. Replacement is recommended at an estimated cost of \$65,000 through a Washington State Department of Enterprise Services contract/\$65,000
- The 2026 budget must be updated to include increased salary and benefit costs from the newly ratified Corrections Deputies' labor contract effective March 1, 2026, including cost-of-living and benefit changes and a pay adjustment for Corrections Sergeants to maintain the required pay differential/\$309,437

Sheriff – Clinical Services - The 2026 budget must be updated to include increased salary and benefit costs from the newly ratified Corrections Deputies' labor contract effective March 1, 2026, affecting Sheriff Clinical Services, which includes a Corrections Deputy position/\$14,381

Sheriff – Animal Control - The 2026 budget must be updated to include increased salary and benefit costs from the newly ratified Corrections Deputies' labor contract effective March 1, 2026, affecting Sheriff Animal Control, which includes a Corrections Deputy position/\$16,356

Public Works – Carlsborg Sewer Capital Repair/Replacement - Funding is needed to cover the difference between the \$85,711 budgeted estimate from June 2025 and the \$97,037.26 actual cost billed in the February 2026 true-up

invoice under the Carlsborg Sewer–City of Sequim Interlocal Agreement/\$11,326

- 4b Ordinance establishing an office of county coroner, addressing recruitment and appointment,
adopting professional standards, and authorizing the discharge of duties

BID OPENING

5a 5a Bid opening – Joint Public Safety Facility

PUBLIC COMMENT – Please limit comments to three minutes

EXECUTIVE SESSION

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110

The following meetings are scheduled for the Board of Commissioners Meetings are held in the BOCC Board Room 160 unless indicated otherwise	
<u>Monday, March 30:</u>	
9:00 a.m.	Work Session
12:00 p.m.	WSAC Virtual Update (Virtually with WSAC)
<u>Tuesday, March 31:</u>	
10:00 a.m.	Board Meeting
10:30 a.m.	Hearing(s) – See Agenda
<u>Wednesday, April 1:</u>	
8:00 a.m.	Coffee with Colleen (Virtually with EDC)
<u>Friday, April 3:</u>	
9:00 a.m.	Housing Solutions Committee Meeting
INSTRUCTIONS FOR SPEAKING AT A COMMISSIONER'S MEETING:	
• Members of the public wishing to address the Board on general items may do so during the designated times on the agenda. • Members of the public wishing to comment at the public hearing are asked to sign in on the sheet provided giving their name and address. • The Chair may limit the comment period to 3 minutes for each speaker subject to Board concurrence. • Speakers, generally, will be heard in the order they signed up. All comments must be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record. • General comments, applause, booing from members of the audience are inappropriate and may result in removal.	

These guidelines are intended to promote an orderly system for conducting a public hearing so that each person has an opportunity to be heard and to ensure that exercising their right of free speech embarrasses no one.

Note: Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board. Copies of public documents from Board meetings are available by contacting the Public Records Department.