



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, June 16, 2025 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

Heather Dudley-Nollette, District 1 | Heidi Eisenhour, District 2 – Chair | 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 – 2025 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 the request of any of the Commissioners).

1. **RESOLUTION NO. ____** re: Creating a County project designated as Oil City Road – Six Mile Creek Culvert Replacement, Oil City Road MP 5.96
 
2. **RESOLUTION NO. ____** re: Creating a County project designated as Oil City Road – Unnamed Tributary Culvert Replacement, Oil City Road MP 6.73
 
3. **AGREEMENT** re: Emergency cooling and clean air centers for Brinnon, Quilcene and Tri-Area; In the amount of \$15,000; Public Health; OlyCAP
 
4. **AGREEMENT** re: Historical Society Lecture Series; In the amount of \$1,200; County Administrator's Office; Jefferson County Historical Society
 
5. **AGREEMENT, Amendment No. 1** re: Emergency Shelter Lease; County Administrator's Office; American Legion - Marvin G Shields Memorial Post 26
 
6. **AGREEMENT, Amendment No. 1** re: Emergency Shelter Services; Additional amount of \$150,000 and extension of term; County Administrator's Office; Bayside Housing and Services
 
7. **AGREEMENT, Amendment No. 2** re: Contract services; Term extension; Auditor's Office; Washington State Department of Licensing
 
8. **APPROVAL OF MINUTES:** Regular Meeting Minutes of June 9, 2025
 
9. **APPROVAL OF PAYROLL WARRANTS:** Dated June 5, 2025 and totaling \$186,618.64
 
10. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated June 9, 2025 and totaling \$2,201,659.01
 

REGULAR AGENDA:

No set time **PROCLAMATION** re: Proclaiming June 19, 2025 as Juneteenth, a holiday commemorating the end of slavery in the United States  

No set time **COMMISSIONERS BRIEFING SESSION**

10:00 a.m. **UPDATE** re: Washington State Department of Natural Resources 2025 1st Quarter County Income Report  

Drew Rosanbalm, DNR Assistant Region Manager
Bill Wells, DNR Olympic Region Manager

- No set time **RECOGNITION** re: Washington State Association of County Engineers (WSACE) 2025 Awards: Engineer of the Year and Project Manager of the Year
 [↩](#)
- Monte Reinders, Public Works Director
Eric Kuzma, Assistant Public Works Director
- No set time **RECESS**
- 1:30 p.m. **AFTERNOON SESSION**
- 1:30 to 2:00 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney (DPA), Civil DPA, Department of Community Development Director 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**
- 3:30 p.m. **UPDATE** re: Chickadee Forestry harvest planning and Washington State Department of Natural Resources: Forest practices applications  [↩](#)
- Mark McCauley, County Administrator
Mallorie Weinheimer, Chickadee Forestry
- No set time **ADDITIONAL DISCUSSION ITEMS**
- No set time **ADJOURNMENT** (Adjourn by 4:30 p.m.)

COMMISSIONERS MEETING SCHEDULE The Week of June 16, 2025

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, June 16, 2025

- 9:00 a.m. BOCC Meeting – Board
12:00 p.m. Washington State Association of Counties Virtual Assembly – Heather

Tuesday, June 17, 2025

- 1:30 p.m. Jefferson Transit Authority Board Meeting – Board

Wednesday, June 18, 2025

- 8:30 a.m. Budget Meeting – Heather/Heidi
12:30 p.m. Working lunch with Cindy Brooks of Economic Development Council – Heather
1:00 p.m. Aquatic Center Workstream – Heidi
2:00 p.m. Jefferson County Implementation Planning Project Team Meeting - Heidi
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Agenda: June 16, 2025

2:30 p.m. North Olympic Development Council Executive Board Meeting – Heather

Thursday, June 19, 2025

HOLIDAY

Friday, June 20, 2025

9:00 a.m. Salish Behavioral Health Administrative Services Organization Exec. Board Meeting - Heather

12:30 p.m. KPTZ – 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. 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