



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – **Tuesday**, September 2, 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 attend 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 accommodation, please contact our office 24 hours in advance. |
| <ul style="list-style-type: none">• In-person: You are welcome to attend 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. **HEARING NOTICE** re: In the matter of repealing and replacing Chapter 3.05 JCC and Ordinance No. 12-1213-99; Hearing to be held on September 15, 2025 at 2:30 p.m. in the Commissioners Chambers located at 1820 Jefferson St. Port Townsend, WA 98368 (HYBRID)
 
2. **RESOLUTION NO. ____** re: In the Matter of Adopting a Policy Required by the Courts Open to All Act (COTA)
 
3. **RESOLUTION NO. ____** re: In the of Jefferson County's Final Approval of Vacation of a Portion of Lower Adelma Beach Road right-of-way
 
4. **RESOLUTION NO. ____** re: In the Matter Repealing and Replacing Resolution 38-0623-25R of Continuing Relationships with the Washington Counties Risk Pool and the Related Appointments and Designations of/for each County
 
5. **AGREEMENT** re: Mental Health Navigator; In the amount of \$113,788; Jefferson County Sheriff's Office; Discovery Behavioral Health
 
6. **AGREEMENT** re: Noxious weed Control No. WCC – 25035; In the amount of \$43,120; Jefferson County WSU; Washington Department of Ecology – Washington Conservation Corp.
 
7. **MEMORANDUM OF AGREEMENT No. 2025-I** re: Jefferson County Sheriff's Deputies Vacation cashout; Vacation time already budgeted; Teamsters Local No. 589
 
8. **AUTHORIZATION** re: Issuance of an Affordable and Supportive Housing & Homeless Housing and Assistance Funds request for proposals (RFP) in the amount not to exceed \$1,460,000
 
9. **MOTION** re: Authorize Jefferson County BoCC Chair to sign NEPA/SEPA determination for the septic cost share program
 
10. **APPROVAL** re: Final Short Plan Approval for O'dell Short Plat, SUB 2024-00030
 
11. **ADVISORY COMMITTEE RESIGNATION** re; Conservation Futures Citizen Oversight Committee; Coastal Areas Representative, Richard Jahnke
 

REGULAR AGENDA:

- No set time **PROCLAMATION** re: Proclaiming September 2025 as Olympic Peninsula Eat Local Month  
- Kellie Henwood, WSU Extension
- No set time **PROCLAMATION** re: Proclaiming September 2025 as Workforce Development Professionals Month  
- Bill Dowling, Director Olympic Workforce Dev. Council
Alissa Durkin, Program Supervisor Olympic Workforce Dev. Council
- 9:45 a.m. **MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE**
- Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director
- 10:30 a.m. **WORKSHOP** re: Recycling Program Privatization  
- Monte Reinders, Public Works Director
Al Cairns, Solid Waste Manager
- No set time **COMMISSIONERS BRIEFING SESSION**
- 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) 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**
- No set time **RECESS** by 2:00 p.m.
- 3:00 p.m. **RECONVENE**
- 3:00 p.m. **WORKSHOP and POTENTIAL ACTION** re: RFP for Thriving Community Small Grants Program and **PUBLIC COMMENT PERIOD**  
- Josh Peters, County Administrator
Amanda Christofferson, Grant Administrator
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No set time
(3:30 p.m.)

WORKSHOP and POTENTIAL ACTION re: Review of current County contracts and agreements with external partners and **PUBLIC COMMENT PERIOD**  

Josh Peters, County Administrator
Judy Shepherd, Finance Director
Shawn Frederick, Central Services Director

No set time

ADJOURNMENT (Adjourn by 4:30 p.m.)

COMMISSIONERS MEETING SCHEDULE

The Week of September 2, 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, September 1, 2025
HOLIDAY

Tuesday, September 2, 2025

9:00 a.m. BOCC Meeting - Board

Wednesday, September 3, 2025

9:00 a.m. North Olympic Development Council CEDS Meeting – Heidi
10:30 a.m. Chrystie and Shelby: Debrief on Community Development Grant Deliverables for Comp Plan – Heather
11:30 a.m. Barriers to Affordable Development: Bob Collins (Habitat of EJC) - Heather
2:00 p.m. State Auditor's Office Meeting – Heidi
2:00 p.m. Jefferson Transit Authority Finance Committee Meeting - Greg
2:30 p.m. Climate Action Committee – Food Systems Resilience Workgroup - Heather
5:00 p.m. Transit Advisory Group (TAG) Meeting – Greg, Heather

Thursday, September 4, 2025

10:00 a.m. Local Integrating Org. Caucus Briefing – Ecosystem Coordination Board 09/10 – Heidi
10:00 a.m. Olympic Area Agency on Aging Council of Governments Meeting - Heather
11:00 a.m. Wildfire Alliance Meeting – Heidi
3:00 p.m. Hood Canal Coordinating Council Board of Directors Meeting - Greg
6:00 p.m. Aquatic Center Meeting - Heidi

Friday, September 5, 2025

- 10:00 a.m. Jefferson County Fairgrounds Association Executive Board Standing Meeting – Heather
- 10:00 a.m. Glen Cove Monthly Meeting - Greg
- 11:30 a.m. Marine Resources Committee – WBF Work - Heidi
- 12:15 p.m. KPTZ – Heather
- 1:00 p.m. Jerry Farmer: Presentation re: DNR’s Derelict Vessel Removal Program - Heather

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 comments, 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