



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, January 27, 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. **HEARING NOTICE** re: Assumption of the Jefferson County Transportation Benefit District's Rights, Powers, Functions, and Obligations, Hearing set for February 10, 2025 at 11:00 a.m. in the Commissioners Chambers (HYBRID)
 
2. **AGREEMENT** re: Community event planning and execution; In the amount of \$50,000; County Administrator; The Production Alliance
 
3. **AGREEMENT** re: Local document recording fee support; In the amount of \$111,566; Auditor's Office; Washington State Department of Commerce
 
4. **AGREEMENT** re: Epidemiology assistance; In the amount of \$9,402.40; Public Health; Clallam County
 
5. **AGREEMENT** re: Nurse Family Partnership – Healthy youth program; In the amount of \$6,000; Public Health; Clallam County
 
6. **AGREEMENT** re: Extended warranty and preventative maintenance; In the amount of \$7,240; District Court; Justice AV Solutions
 
7. **AGREEMENT, Consolidated Contracts No. 1** re: Various Public Health services; In the amount of \$2,645,323; Public Health; Washington State Department of Health
 
8. **AGREEMENT, Amendment No. 1** re: Chimacum-Port Hadlock pollution identification; Additional amount of \$275.00; Public Health; Jefferson County Conservation District
 
9. **AGREEMENT, Amendment No. 1** re: Law Enforcement Services; Per-service rate; Jefferson County Sheriff's Office; City of Port Townsend
 
10. **AGREEMENT, Amendment No. 1** re: Central Services Merit Pay; upon supervisor/director approval; Human Resources; Teamster Local No. 589
 
11. **AGREEMENT, Amendment No. 2** re: Central Services Pension Trust; contributions by employee; Human Resources; Teamsters Local No. 589
 
12. **AGREEMENT, Amendment No. 3** re: Rocky Brook and Powerlines Reach habitat restoration design; Extension of time; Public Health; Natural Systems Design
 
13. **AGREEMENT, Amendment No. 3** re: Nurse Family Partnership – Home visit services; Additional amount of \$10,540 for a total of \$919,081.80; Public Health; Washington State Department of Children, Youth and Families
 

14. **AGREEMENT, Amendment No. 9** re: Dosewallips R Powerlines acquisition and design; funded by RCO SRFB #18-1228C grant agreement; Public Health; Washington State Resources and Conservation Office (RCO)
 
15. **AGREEMENT, Technical Amendment No. 25-01** re: Approximate cost \$6,400; Human Resources; Fraternal Order of Police (FOP); Jefferson County Sheriff Office Uniformed Support Services (JCSOUSS)
 
16. **DESIGNATION** re: Jefferson County's Associate Development Organization for the 2025-2027 Biennium; EDC Team Jefferson
 
17. **APPROVAL OF LETTER:** Letter to the Lodging Tax Advisory Committee (LTAC)
 
18. **ADVISORY BOARD APPOINTMENT** re: Board of Health; Representing consumer of Public Health – Gabrielle Vanwert
 
19. **APPROVAL OF MINUTES:** Regular Meeting Minutes of January 6, 2025 and Special Meeting Minutes of January 3, 2025 (Joint HFB)
   
20. **APPROVAL OF 2024 EMERGENCY WARRANTS:** Dated January 27, 2025 totaling \$21,166.33
 

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

No set time **DISCUSSION and POTENTIAL ACTION** re: Site selection for Aquatic Recreational Facility and **PUBLIC COMMENT**  

Greg Brotherton, Commissioner District No. 3

11:00 a.m. **WORKSHOP** re: 2023-2025 Workplan for the Chief Strategy Officer, and request to apply for grant funding  

Brent Butler, Chief Strategy Officer

No set time **DISCUSSION and POTENTIAL ACTION** re: Request for Jefferson County to act as fiscal sponsor for a Federal grant  

Jamie Maciejewski, Habitat for Humanity Director

No set time **RECESS**

12:00 p.m. **QUARTERLY ELECTEDS AND DIRECTORS' COORDINATION MEETING**

- Roundtable

1:30 p.m. **AFTERNOON SESSION**

1:30 to 2:00 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney, (2) Civil DPA, Assistant Public Works Director and 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**

2:00 to 2:30 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney, (2) Civil DPA, re: Actual 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 **ADDITIONAL DISCUSSION ITEMS**

- Board and Committee Vacancies  
- Legislative update
- Letter of support re: Jefferson PUD No. 1 Broadband Equity Access and Deployment (BEAD) Grant Application  

No set time **ADJOURNMENT** (Adjourn by 3:00 p.m.)

COMMISSIONERS MEETING SCHEDULE The Week of January 27, 2025
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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, January 27, 2025

9:00 a.m. BOCC Meeting – Board
12:00 p.m. Elected /Directors Meeting – Board
2:00 p.m. Washington Comprehensive Climate Action Plan – Winter 2025 Public Meeting - Heather
3:00 p.m. Finance Committee – Heidi, Heather
5:30 p.m. Joint BOCC and Planning Commission Meeting – Heidi, Heather

Tuesday, January 28, 2025

9:00 a.m. Jefferson Transit Authority Board Orientation - Heather
1:00 p.m. Jefferson County Forestry Monthly Meeting – Heidi
2:45 p.m. Intellectual and Developmental Disabilities Advisory Board Meeting - Heather
4:00 p.m. Jefferson Community Foundation Board Meeting - Heidi

Wednesday, January 29, 2025

2:00 p.m. Jefferson County Implementation Planning Project Team Meeting - Heidi
3:00 p.m. Gateway Signage Committee Meeting – Olympic Peninsula Tourism Commission - Greg

Agenda: January 27, 2025

Thursday, January 30, 2025

- 8:00 a.m. Point in Time Count - Heather
10:00 a.m. Strait Ecosystem Recovery Network Quarterly Meeting - Heidi

Friday, January 31, 2025

- 10:00 a.m. Olympic Region Clean Air Agency Annual Inspection – Greg
12:00 p.m. Puget Sound Partnership Legislative Weekly Update – Heidi
12:30 p.m. KPTZ - Heather
1:00 p.m. Tourism Coordinating Council Meetup – Greg
3:00 p.m. Data and Needs Assessment Committee: Lived Experience Workshop - 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 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