



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, March 10, 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.

[09:00:38 AM \(00:00:17\)](#)

CALL TO ORDER

[9:01 a.m.](#) **PUBLIC COMMENT PERIOD – ALL TOPICS**

Commissioners gave thanks

[09:01:49 AM \(00:01:28\)](#) Auston raise jury payment from 15 to 100 like another co. road closure western access road

[09:04:53 AM \(00:04:32\)](#)

[09:08:51 AM \(00:08:30\)](#)

[09:12:29 AM \(00:12:08\)](#)

[09:14:51 AM \(00:14:30\)](#) Commissioner Eisenhower

[09:19:43 AM \(00:19:22\)](#)

[09:23:14 AM \(00:22:53\)](#)

[09:24:17 AM \(00:23:56\)](#)

[09:25:36 AM \(00:25:15\)](#)

[09:27:23 AM \(00:27:02\)](#)

AV went down with four comments received during that time. and back up

[09:00:29 AM \(00:00:08\)](#) HDN responds

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. **LETTER OF SUPPORT** re: Naming the Bridge Connecting Indian and Marrowstone Islands as Passage Through Bridge
 [↩](#)
2. **RESOLUTION NO. ____** re: Temporary Road Closure on Linger Longer Road; County Road No. 301309 and Fremont Avenue No. 301709
 [↩](#)
3. **RESOLUTION NO. ____** re: Updating the Official County Road Log to include: Mt. Wilder Way and McCartney Peak Lane
 [↩](#)
4. **AWARD OF CONTRACT** re: Olympic Discovery Trail – Anderson Lake Connection; County Project No. 18019893; County Road No. 850200; Federal Aid Project No. STBGR-2016; RCO Project No. 20-1745; Public Works; Seton Construction Inc.
 [↩](#)
5. **AGREEMENT** re: Courthouse Clock Repair; In the Amount of \$12,096; Central Services; Woodbay CO. LLC
 [↩](#)
6. **AGREEMENT** re: Project Management Consulting; MUNIS/EnerGov Information System Project; In the Amount of \$72,600; Central Services; Cherie Moulin
 [↩](#)
7. **AGREEMENT** re: Energy Audit Grant Program for Tier 1 and 2 Buildings; Reimbursable Grant, In the Amount of \$56,943.96; Central Services; Washington State Association of Counties
 [↩](#)

8. **AGREEMENT** re: Port Townsend Community Center Gymnasium Roof Replacement/Structural Repair; In the Amount of \$145,871.10; Central Services; Studio Bracket
 
9. **AGREEMENT, Amendment No. 1** re: EV Car Charging Site Host Agreement for the Tri-Area Community Center Site; Revenue Share to Jefferson County at \$0.05/kWh; Central Services; EV Charging Solutions Inc.
 
10. **AGREEMENT** re: Center Road MP 3.23 Culvert Replacement Design; In the Amount of \$524,792; Public Works; Washington Recreation and Conservation Office
 
11. **AGREEMENT** re: Emergency Shelter – Severe Weather Emergency Shelter; In the Amount of \$5000; Public Health; Bayside Housing & Services
 
12. **AGREEMENT** re: Photo Licensing; In the Amount of \$300; Public Health; Gatheringplace
 
13. **AGREEMENT, Amendment No. 1** re: On-Site Sewage Action Plan; In the Amount of 90,645; Public Health; Puget Sound Partnership
 
14. **MEMORANDUM of AGREEMENT** re: Practicum Field Experience; No Fiscal Impact; Public Health; Eastern Washington University
 
15. **CERTIFICATION** re: County Road Administration Board Road Levy
 
16. **LICENSE:** Jamestown S’Klallam Tribe JST for Temporary Use of County Property; Parcels 991200401, 991200407, and 991200505
 
17. **LICENSE:** Cascade Bridge LLC for Temporary Use of County Property at 101 Rogers Street, Quilcene
 
18. **ADVISORY COMMITTEE RESIGNATION** re: LEOFF I Disability Board; Fire Fighter Association Representative, Howard Scott
 
19. **ADVISORY COMMITTEE APPOINTMENT/REAPPOINTMENT (2)** re: Jefferson County Marine Resources Committee; Reappointment of Janette Mestre; District 1; Appointment of Jonathan Waggoner; Marine Science Practitioners, Educators or Researchers Alternate
 
20. **ADVISORY COMMISSION REAPPOINTMENTS (3)** re: Planning Commission; District 1, Cynthia Koan; District 2, Matt Sircely; District 3, Richard Hull
 
21. **ADVISORY BOARD REAPPOINTMENT (3)** re: Jefferson County Parks and Recreation Advisory Board (JCPRAB); District 1, Vern Bessey; District 2, Bob Hoyle; District 2, Marianne Walters
 
22. **Payment of Superior Court Jury Fees** for the Month of February, 2025
 

23. **APPROVAL OF PAYROLL WARRANTS:** Dated March 5, 2025 and Totaling \$2,516,798.82



REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

10:00 – 11:00 a.m. **WORKSHOP** re: Olympic National Park with **PUBLIC COMMENT**



Kevin J Killian Deputy Superintendent Olympic National Park

Consent approval will be approved after this workshop.

Commissioner Eisenhour updated Kevin J Killian Deputy Superintendent Olympic National Park of the go fund me for the upper hoh road. Pw is working on contract to repair the road.

09:18:52 AM (00:18:31) recess at 10:11 a.m. to resume at 1020 a.m.

09:19:17 AM (00:18:56) continued workshop

09:00:21 AM (00:00:00) HE opened the floor for public comments and

River update-no update at this time.

09:00:21 AM (00:00:00)

Public comments

09:00:21 AM (00:00:00) 1

09:00:21 AM (00:00:00) 2

09:00:21 AM (00:00:00) 3

09:00:21 AM (00:00:00) 4

09:00:21 AM (00:00:00) Commissioners respond with Kevin Killian

09:00:21 AM (00:00:00) consent agenda. #1 letter needs updates and signs. Need font. Approve sending subject to changes.

Hdn on #3 on road log update.

Hdn on #5 amount discrepancy 9-12K

Pull # 5 for the afternoon

Hdn on #7

Hdn # 13 PULL

HDN # 15 road levy cert,

No set time

RECESS

1:30 p.m.

AFTERNOON SESSION

1:30 to 2:15 p.m.

EXECUTIVE SESSION with the County Administrator, Chief Civil Deputy Prosecuting Attorney, Civil Deputy Prosecuting Attorney, Public Works Director, Engineering Services Manager 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**

2:30 p.m.

WORKSHOP re: Fire Marshal Program Updates and 2025 Workplan



Phil Cecere, Fire Marshal

3:30 p.m.

WORKSHOP re: Housing Advocacy Day and Shelter Funding



Heather Dudley-Nollette, Commissioner District 1

No set time

ADDITIONAL DISCUSSION ITEMS

- Legislative update

No set time

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

COMMISSIONERS MEETING SCHEDULE The Week of March 10, 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

Saturday, March 8, 2025

10:00 a.m. Connectivity Summit – Heidi
10:30 a.m. Connectivity Summit - Heather
11:00 a.m. Connectivity Summit – Greg

Sunday, March 9, 2025

1:00 p.m. Connectivity Summit – Heidi, Heather

Monday, March 10 2025

9:00 a.m. BOCC Meeting – Board
5:30 p.m. Jefferson Aquatic Coalition Community Meeting - Heather

Tuesday, March 11, 2025

10:00 a.m. Human Services Collaborators Meeting – Heather
1:00 p.m. Peninsula Early Childhood Coalition Monthly Meeting - Heather
2:00 p.m. Tourism Coordinating Council Meeting – Greg
3:00 p.m. Habitat for Humanity – Heidi
4:30 p.m. Jefferson Community Foundation 2025 Board Meeting - Heidi

Wednesday, March 12, 2025

10:00 a.m. Ferry Advisory Committee Meeting - Heather
2:00 p.m. Jefferson County Implementation Planning Project Team Meeting – Heidi
2:30 p.m. Training at Jefferson County Sheriff's Office - Heather
3:30 p.m. Training at Jefferson County Sheriff's Office - Heidi
6:00 p.m. Peninsula Trails Coalition Meeting - Greg
7:00 p.m. Grange Meeting – Heidi

Thursday, March 13, 2025

12:30 p.m. KPTZ Brewocracy Guest – Heather
6:30 p.m. Jefferson County Fair Association Board Meeting - Heather

Friday, March 14, 2025

10:00 a.m. Fund Our Ferries Meeting - Heather
12:00 p.m. Puget Sound Partnership Legislative Weekly Update - Heidi
12:30 p.m. KPTZ - 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

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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