



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, March 3, 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. **AGREEMENT** re: Public Health leadership team professional development classes; In the amount of \$49,520, and not to exceed \$50,000; Public Health; Ally Strategy Consulting
 
2. **AGREEMENT, Amendment No. 1** re: Gardiner Community Center; no cost change; County Administrator; Gardiner Community Center
 
3. **ADVISORY BOARD APPOINTMENTS (2)** re: Law Enforcement Officers and Fire Fighters (LEOFF) 1 Disability Board: 1) Justin Fletcher, Fire fighter representative; and 2) Gary Mikelson, Law enforcement representative
 
4. **APPROVAL OF MINUTES:** Regular Meeting Minutes of February 3, 10, 18, and 24, 2025, and Special Meeting Minutes of January 27, 2025 (Planning Commission), and February 6, 2025 (PRAB)
 
5. **APPROVAL OF DISTRICT COURT JURY FEES:** February 3-28, 2025 and totaling \$944.40
 
6. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated February 24, 2025 and totaling \$1,317,830.74 and Dated February 26, 2025 and totaling \$1,104.33
 

REGULAR AGENDA:

9:30 a.m. **WORKSHOP and POTENTIAL ACTION** re: Amendments to Jefferson County Code regarding Short-Term Rentals (STRs); and Approval for Public Hearing on March 17, 2025  

Josh Peters, DCD Director

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. **BID OPENING** re: Publication of County legal notices  

Carolyn Gallaway, Clerk of the Board

No set time **CERTIFICATION** re: Annual inventory of the capitalized assets as of December 31, 2024  

Carolyn Gallaway, Clerk of the Board

- 11:00 a.m. **WORKSHOP** re: 2025 Public Health Workplan update  
- Apple Martine, Public Health Director
- No set time **COMMISSIONERS BRIEFING SESSION**
- No set time **RECESS**
- 1:30 p.m. **AFTERNOON SESSION**
- 1:30 p.m. **WORKSHOP** re: 2025 WSU Extension Workplan  
- Amit Sharma, WSU Extension Director
- 2:00 to 2:30 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney, Department of Community Development Director, Public Works Director and Assistant Public Works 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**
- No set time **PROCLAMATION** re: Proclaiming the month of March 2025 as Red Cross Month  
- Heather Cheeks, American Red Cross Volunteer Leader
- No set time **PROCLAMATION** re: Declaring Saturday, March 8, 2025 as Women’s Day  
- Greg Brotherton, Commissioner District 3
- No set time **UPDATE** re: Jefferson Aquatic Coalition (JAC) survey  
- Greg Brotherton, Commissioner District 3
Diane McDade, Jefferson Aquatic Coalition President
- No set time **ADDITIONAL DISCUSSION ITEMS**
- Legislative update
- No set time **ADJOURNMENT** (Adjourn by 4:30 p.m.)
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COMMISSIONERS MEETING SCHEDULE
The Week of March 3, 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, March 3 2025

9:00 a.m. BOCC Meeting – Board
9:00 a.m. National Association of County Officials Legislative Conference – Heidi

Tuesday, March 4, 2025

9:00 a.m. National Association of County Officials Legislative Conference - Heidi
10:00 a.m. Shelter Operation Check-in Meeting – Greg
11:15 a.m. New Shelter Coalition Meeting – Greg
12:00 p.m. Meeting with Jamestown S’Klallam Tribe Loni Greninger - Heather
6:00 p.m. Marine Resources Committee Meeting - Heidi

Wednesday, March 5, 2025

2:30 p.m. Climate Action Committee Food Systems Workgroup - Heather
3:00 p.m. Washington State Association of Counties Legislative Steering Committee Roundtable - Heidi

Thursday, March 6, 2025

8:00 a.m. Washington State Association of Counties Legislative Steering Committee – Heidi
9:00 a.m. Jefferson Land Trust Breakfast Meeting – Heidi
10:00 a.m. Olympic Area Agency on Aging COG Meeting – Heather
1:00 p.m. Early Childhood Learning Center Meeting - Heather
1:30 p.m. AI Thinktank Meeting – Greg
2:00 p.m. Timber Counties Caucus Meeting - Heidi

Friday, March 7, 2025

10:00 a.m. Glen Cove Monthly Meeting – Greg
10:00 a.m. Connectivity Summit – Youth Voice Symposium - Heather
12:00 p.m. Puget Sound Partnership Legislative Weekly Update – Heidi
12:00 p.m. Connectivity Summit – Youth Opportunity Fair - 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
