



# AGENDA

## Jefferson County Board of Commissioners

### Regular Meeting – Monday, September 15, 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](http://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"><li>• <b>Zoom Meeting:</b> <a href="https://zoom.us/j/93777841705">https://zoom.us/j/93777841705</a><br/>This option will allow you to join the meeting live. You will need to enter an email address. <b>If you wish to provide public comment, click on the hand icon at the bottom of the screen to “raise your hand.”</b> Participation will be up to the Chair and Clerk</li></ul>                                                                                            |
| <ul style="list-style-type: none"><li>• <b>Audio-only:</b> Dial: 1-253-215-8782 and use Webinar ID: 937-7784-1705#<br/>This option will allow you to listen to the meeting live. <b>If you wish to provide public comment, press *9 to “raise your hand.”</b> Participation will be up to the Chair and Clerk<br/>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.</li></ul> |
| <ul style="list-style-type: none"><li>• <b>In-person:</b> You are welcome to join this meeting in-person.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                  |

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](mailto: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: Jarred Swalwell & Megan Kogut, Water Line Franchise along Olele Point Road; Hearing to be held on October 13, 2025 at 10:00 a.m. in the Commissioners' Chambers located at 1820 Jefferson St. Port Townsend, WA 98368 (HYBRID)  
 
2.      **AGREEMENT** re: Gibbs Lake Park caretaker; In the amount of \$10,354; Public Works; Aletia Bennett and Jonathan McMullen  
 
3.      **AGREEMENT** re: Youth cannabis and commercial tobacco prevention; In the amount of \$77,000; Public Health; Kitsap Public Health District  
 
4.      **MEMORANDUM OF AGREEMENT** re: WSU Extension salaries; In the amount of \$211,927; WSU Extension Jefferson County; Washington State University  
 
5.      **MEMORANDUM OF AGREEMENT** re: Corrections Officer hiring incentive; In the amount of \$10000; Human Resources; Jadon Berteig  
 
6.      **INTERLOCAL AGREEMENT** re: Nurse Family Partnership – Home visiting services; In the amount of \$446,836.63; Public Health; Washington State Department of Children, Youth and Families  
 
7.      **LETTERS OF SUPPORT** re: Fixing Emergency Management for Americans (FEMA) H.R. 4669  
 
8.      **LETTER OF SUPPORT** re: Olympic Neighbors' Mason Street Group Home  
 
9.      **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated September 8, 2025 and totaling \$826,786.62  
 

**REGULAR AGENDA:**

No set time      **PROCLAMATION** re: Proclaiming the Week of September 15-19, 2025 as SepticSmart Week  

Carter Erickson, EH Manager  
Amanda Grace, BOH Chair

No set time      **PROCLAMATION** re: Proclaiming the Week of September 15, 2025 as National Diaper Need Awareness Week  

Heather Dudley-Nollette, Commissioner Dist. 1

- 10:00 a.m.            **HEARING** re: In the matter of amending Chapter 3.65 of the Jefferson County Code (JCC) for the Jefferson County Noxious Weed Control Board assessment rate  
- Sophie DeGroot, WSU Extension Noxious Weed Coordinator  
Ariel Speser, Civil DPA
- No set time            **COMMISSIONERS BRIEFING SESSION**
- No set time            **RECESS**
- 1:30 p.m.            **AFTERNOON SESSION**
- 1:30 to 2:15 p.m.    **EXECUTIVE SESSION** with the County Administrator, Civil Deputy Prosecuting Attorney (DPA), Prosecutor, Sheriff, Central Services Director and HR 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            **DISCUSSION and POTENTIAL ACTION** re: Joining nine new opioid settlements
- Melissa Pleimann, Civil DPA
- 2:30 p.m.            **HEARING** re: In the matter of repealing and replacing Chapter 3.05 JCC and Ordinance No. 12-01213-99 regarding Real Estate Excise Tax (REET)  
- Ariel Speser, Civil DPA
- No set time            **ADDITIONAL DISCUSSION ITEMS**
- No set time            **ADJOURNMENT** (Adjourn by 4:30 p.m.)

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| <b>COMMISSIONERS MEETING SCHEDULE</b><br><b>The Week of September 15, 2025</b> |
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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](mailto:jeffbocc@co.jefferson.wa.us)

Monday, September 15, 2025

9:00 a.m.            BOCC Meeting - Board

Tuesday, September 16, 2025

10:30 a.m.            Shelter Operations Meeting – Greg  
11:15 a.m.            New Shelter Coalition Meeting – Greg  
12:30 p.m.            Semi-sequential Celebration Planning – Heather  
2:30 p.m.            Behavioral Health Advisory Committee Opioid Subcommittee Meeting re: RFP - Heather

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Wednesday, September 17, 2025

- 8:30 a.m. Budget Meeting – Heidi, Heather
- 9:00 a.m. Timber Counties Caucus – Heidi
- 10:00 a.m. Debrief on Community Development Grant deliverables for Comp Plan – Heather
- 12:00 p.m. Quarterly Port of Port Townsend Check-in – Heather
- 2:30 p.m. North Olympic Development Council Executive Board Meeting - Heather
- 3:30 p.m. Chimacum September Coalition Meeting – Heidi
- 4:30 p.m. Meeting with Representative Tharinger - Heidi

Thursday, September 18, 2025

- 1:00 p.m. Legislative Steering Committee – Heidi
- 5:00 p.m. Intergovernmental Collaborative Group Regular Meeting – Heidi, Heather

Friday, September 19, 2025

- 10:00 a.m. Joint Olympic Workforce Development Council & Olympic Consortium Board - Greg
- 12:15 p.m. KPTZ – Heidi

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](http://www.co.jefferson.wa.us) and click on the Calendar tab.

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COMMISSIONERS MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.

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Americans with Disabilities Act (ADA) Accommodations Provided Upon Request