



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, October 6, 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:

• 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
• 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.
• 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: 2025 Budget Appropriations; Various County Departments, Hearing to be held Monday, October 20, 2025, at 10:00 a.m. in the Commissioners' Chambers located at 1820 Jefferson St. Port Townsend, WA (HYBRID)
 
2. **RESOLUTION NO. ____** re: In the matter of cancelation of unclaimed warrants
 
3. **RESOLUTION NO. ____** re: In the matter of finding and determination to declare certain personal property as surplus and authorize disposal
 
4. **RESOLUTION NO. ____** re: In the matter of approving equipment rental and revolving fund rental rates for the 2026 calendar year
 
5. **MEMORANDUM OF UNDERSTANDING** re: Articulating shared intention for economic development; County Administrator; North Olympic Peninsula Recompete Coalition
 
6. **AGREEMENT** re: Dosewallips Rocky Brook final design; In the amount of \$286,000; Public Health; Recreation and Conservation Office (RCO) Salmon Recovery Funding (SRF) Board
 
7. **AGREEMENT** re: Nurse Family Partnership – staff, training and supervision support; In the amount of \$196,862; Public Health; Kitsap Public Health District
 
8. **AGREEMENT** re: Social support services; In the amount of \$45,000; Public Health; MCS Counseling Group
 
9. **AGREEMENT** re: Commercial Property Assessed Energy Resiliency (C-PACER); In the amount of \$100,000; DCD; Pacific ECS, LLC
 
10. **AGREEMENT, Amendment No. 1** re: Quilcene Skatepark Project; Additional amount of \$206,657 for a total of \$972,920; Public Works; Washington State Recreation and Conservation Office
 
11. **AGREEMENT, Amendment No. 1** re: North Pacific Coast Marine Resources Committee support; Additional amount of \$99,348 and revised Statement of Work; Public Health; Washington State Department of Fish & Wildlife
 
12. **AGREEMENT, Amendment No. 1** re: Recruiting, job description and application platform for Jefferson County Employment; Inclusion of sales tax; County Administrator; Governmentjobs.com (NEOGOV)
 

13. **AGREEMENT, Amendment No. 2** re: Ensuring the survey, control and monitoring of noxious weeds in Jefferson County State Parks; Additional amount of \$10,000 for a total of \$50,203; WSU Extension; Washington State Parks and Recreation Commission
 
14. **AGREEMENT, Amendment No. 4** re: Executive search services; Additional amount of \$3,000 for a total of \$147,499; County Administrator; Prothman
 
15. **AGREEMENT, Amendment No. 8** re: Consolidated Contracts; Public Health; Washington State Department of Health
 
16. **ADVISORY BOARD APPOINTMENT** re: Intellectual and Developmental Disabilities Advisory Board (IDDAB); Steve Kemper
 
17. **ADVISORY BOARD APPOINTMENTS (2)** re: 1) Jefferson County Marine Resources Committee (MRC) – District 1: Tim Behrenfeld; and 2) City of Port Townsend: Steve King
 
18. **LETTER OF SUPPORT** re: Washington State Department of Natural Resources Trust Land Transfer (TLT) proposals #1 and #2 to permanently preserve acreage in the Dabob Bay Natural Area boundaries
 
19. **APPROVAL OF JURY VOUCHER:** Dated September 25, 2025 and totaling \$758.00
 
20. **APPROVAL OF PAYROLL WARRANTS:** Dated October 3, 2025 and totaling \$2,607,042.43
 
21. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated September 22, 2025, and totaling \$977,843.39 and Dated October 6, 2025 and totaling \$1,222,771.97
 

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

No set time **PROCLAMATION** re: Proclaiming the month of October 2025 as Resilience Awareness Month  

Minnie Whalen, Clallam Resilience Project
Anne Dean, Olympic Peninsula YMCA

No set time **PROCLAMATION** re: Proclaiming the week of October 5-11, 2025 as Mental Illness Awareness Week  

Patrick Johnson, NAMI local chapter
Val Phimister, NAMI local chapter

9:45 a.m. **MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE**

Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director

- 10:15 a.m. **WORKSHOP** re: 2026 Emergency Management Budget  

Willie Bence, Emergency Management Director
- 10:45 a.m. **HEARING** re: Emergency Appropriations  

Judy Shepherd, Finance Director
- No set time
(11:00 a.m.) **WORKSHOP** re: Potential updates to the DCD Fee Schedule re: Repetitive
Build program and technology fee  
Phil Cecere, Fire Marshal/Building Inspector
- No set time
(11:30 a.m.) **WORKSHOP** re: RFP for Community Center Management  

Shawn Frederick, Central Services Director
- No set time **RECESS**
- 12:00 p.m. **PROCLAMATION** re: Proclaiming the month of October 2025 as National
Disability Employment Awareness Month and acknowledgment of local
businesses employing those experiencing disabilities  

Bonnie Obremski, Intellectual & Dev. Disabilities Coordinator
- 12:40 to 12:50 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy
Prosecuting Attorney (DPA), Civil DPA, and Central Services 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 **ADDITIONAL DISCUSSION ITEMS**
- No set time **ADJOURNMENT** (Adjourn by 1:00 p.m.)

COMMISSIONERS' MEETING SCHEDULE
The Week of October 6, 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, October 6, 2025

9:00 a.m. BOCC Meeting – Board. Commissioner Brotherton is out of the country this week.

Tuesday, October 7, 2025

8:00 a.m. Washington State Association of Local Public Health Officials - Heather

6:00 p.m. Marine Resources Committee – Heidi

Wednesday, October 8, 2025

8:00 a.m. Washington State Association of Local Public Health Officials - Heather

10:00 a.m. Western WA Forest Health Strategic Plan Work Group Meeting #2 - Heidi

7:00 p.m. Grange Meeting - Heidi

Thursday, October 9, 2025

8:00 a.m. Washington State Association of Local Public Health Officials - Heather

10:00 a.m. Monthly 1:1: Commissioner Dudley-Nolette and John Mauro - Heather

1:30 p.m. AI Thinktank – Heidi

4:00 p.m. Jefferson Community Foundation – Community Builders Event – Heidi

6:30 p.m. Jefferson County Fair Association Board Meeting - Heather

Friday, October 10, 2025

12:15 p.m. KPTZ – Heidi

1:30 p.m. Strait Ecosystem Recovery Network Organization Principles Review – Heidi

2:00 p.m. Housing Task Force Meeting #7 - 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