



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, October 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:

- | |
|--|
| <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: Memorial Field Renovation; In the amount not to exceed \$60,332.90; Jefferson County Public Works; Willamette Cultural Associates LTD
 
2. **AGREEMENT, Supplement No. 1** re: Olympic Discovery Trail Construction Funding - Olympic Discovery Trail – Anderson Lake Connection Project; In the amount of \$1,519,332; Jefferson County Public Works; Washington State Department of Transportation
 
3. **AGREEMENT, Amendment No. 1** re: HCA Professional Services Contract Amendment for MOUD/MAUD in Jails; Motion to delegate signing authority; Jefferson County Sheriff's Office
 
4. **AGREEMENT, Amendment No. 1** re: Public Infrastructure Fund (PIF) – Jefferson County International Airport Eco-Industrial Park (JCIA #1); Time extension; County Administrator; Port of Port Townsend
 
5. **AGREEMENT, Amendment No. 1** re: Public Infrastructure Fund (PIF) – Jefferson County International Airport Eco-Industrial Park (JCIA #2) Time extension; County Administrator; Port of Port Townsend
 
6. **AGREEMENT, Amendment No. 3** re: Public Infrastructure Project Funding; Sims Way and Boatyard Expansion; Time extension; County Administrator; Port of Port Townsend; Jefferson County Public Utility District No. 1; and the City of Port Townsend
 
7. **APPROVAL OF PAYROLL WARRANTS:** Dated October 3, 2025 totaling \$185,977.20 and Dated October 20, 2025 totaling \$96,899.00    

REGULAR AGENDA:

10:15 a.m. **WORKSHOP** re: Hood Canal Salmon Enhancement Group's Planning and Design Project to Restore the Little Quilcene River Estuary  

Michael Dawson, Water Quality Manager
Tami Pokorny, Natural Resources Program Coordinator

10:45 a.m. **WORKSHOP and POTENTIAL ACTION** re: Updating the County's Unauthorized Encampment Removal Policy  

Civil Deputy Prosecuting Attorney, Ariel Speser

No set time **COMMISSIONERS' BRIEFING SESSION**

No set time **RECESS**

- 1:30 p.m. **AFTERNOON SESSION**
- 1:40 to 1:45 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney (DPA), 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**
- 1:45 to 2:00 p.m. **EXECUTIVE SESSION** with the County Administrator, Chief Civil Deputy Prosecuting Attorney (DPA), Civil DPA, 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 p.m. **SPECIAL SERIES** – Cultural Heritage Resources re: Newspaper collections

Ellie DiPietro, JCHS Director of Collections & Research
- No set time **ADDITIONAL DISCUSSION ITEMS**
- No set time **RECESS** (Recess by 2:55 p.m.) for the Joint Special Meeting with Finance Committee
- No set time **RECONVENE**
- DISCUSSION and POTENTIAL ACTION re: RESOLUTION No. ____ ; In the Matter of a Temporary Hiring Freeze on New Employment Positions and Vacant Employment Position Hiring Review**
- ADJOURNMENT**

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

9:00 a.m. BOCC Meeting – Board
3:00 p.m. Special Joint BOCC Meeting with the Finance Committee – Board
5:00 p.m. Solid Waste Advisory Committee 3rd Annual AIRE Reveal – Heidi, Heather

Tuesday, October 28, 2025

9:00 a.m. Septic Capacity Issue Meeting – Heidi
9:00 a.m. Port Townsend High School Campus Tour - Heather
10:30 a.m. Shelter Operations Meeting – Greg
11:00 a.m. Special Lodging Tax Advisory Committee Meeting - Heather
11:15 a.m. New Shelter Coalition Meeting – Greg
12:00 p.m. Jefferson County Forestry Meeting – Heidi
3:00 p.m. Climate Action Committee Meeting - Heather

Wednesday, October 29, 2025

10:00 a.m. Interviews for District 1 Planning Commission Seat - Heather
2:30 p.m. Special Housing Fund Board Meeting – Greg, Heather

Thursday, October 30, 2025

6:00 p.m. Jefferson County Fair Association Board Strategic Planning Session - Heather

Friday, October 31, 2025

All-Day Halloween at the Courthouse – Greg, Heather
12:30 p.m. KPTZ – Greg
3:00 p.m. Federal Issues Committee - 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 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
