



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, May 19, 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. **HEARING NOTICE** re: Ordinance repealing Ordinance No. 03-0311-19 and Chapter 3.01 Jefferson County Code (Biennial Budget)
 
2. **CALL FOR BIDS** re: Courthouse Elevator Modernization Project
 
3. **AGREEMENT** re: Youth, Cannabis and Commercial Tobacco Prevention Program - Run Club; In the amount of \$1,000; Public Health; Brinnon School District No. 46
 
4. **INTERLOCAL AGREEMENT, Amendment No. 1** re: Household hazardous waste services; Not to exceed \$27,500; Public Works; Kitsap County
 
5. **AGREEMENT, Change Order No. 2** re: Phase 4 – Stage 1, On-Site grinder pump installation for the PHUGA, Project No. 405-2127-0, Ecology Agreement No. WQC_2024_UCoPWE-00034
 
6. **ADVISORY COUNCIL RESIGNATION** re: Clean Water District Advisory Council; District No. 3 Representative Richard Hull
 
7. **ADVISORY COMMITTEE RESIGNATION** re: Jefferson County Marine Resources Committee; District No. 1 Representative Brad Bebout
 
8. **ADVISORY COUNCIL APPOINTMENTS (2)** re: Tourism Coordinating Council (TCC); 1) Caitlin Friedman; and 2) Steve Shively
 
9. **APPROVAL OF MINUTES:** Regular Meeting Minutes of April 21 and 28, 2025, May 5 and 12, 2025, and Special Meeting Minutes of April 28, 2025 (Joint Finance), April 29, 2025 (Joint SWAC), April 29, 2025 (CA Meet & Greet), and April 30, 2025 (CA Interviews)
 
10. **APPROVAL OF PAYROLL WARRANTS:** Dated May 12, 2025 and totaling \$2,237,230.30
 

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

10:00 a.m. **BRIEFING** re: Conservation Futures Fund Citizen Oversight Committee funding recommendations for 2025  

Tami Pokorny, Natural Resources Program Manager
Michael Dawson, Water Quality Manager
Ron Rempel, CFCOC Vice Chair
Tressa Linquist, Environmental Health

No set time
(10:30 a.m.)

WORKSHOP re: Jefferson County Historical Society: Culture + Heritage Series



Tara McCauley, Executive Director Jeffco Historical Society

No set time

RECESS

1:30 p.m.

AFTERNOON SESSION

1:30 to 2:00 p.m.

EXECUTIVE SESSION with the County Administrator, Chief Civil Deputy Prosecuting Attorney (DPA), and 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**

No set time
(2:30 p.m.)

WORKSHOP re: Continuity of Operations Planning Presentation:

Willie Bence, Emergency Management Director
Shawn Frederick, Central Services Director

No set time
(3:30 p.m.)

WORKSHOP re: All County Preparedness Day

Danny Milholland, TPA

No set time

ADDITIONAL DISCUSSION ITEMS

No set time

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

COMMISSIONERS MEETING SCHEDULE

The Week of May 19, 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, May 19, 2025

9:00 a.m. BOCC Meeting – Board

12:00 p.m. Washington State Association of Counties Virtual Assembly Meeting - Heather

Tuesday, May 20, 2025

10:30 a.m. Meeting with Andrew Schwartz re: Brinnon Flood Plain - Heather

12:30 p.m. Jefferson Community Wildfire Protection Plan Advisory Group Meeting – Heidi

3:00 p.m. 2024 Annual Report Review – Schedules – Heidi

6:30 p.m. Marrowstone Island Community Association: Community Presentation - Heidi

Wednesday, May 21, 2025

8:30 a.m. Budget Meeting – Heidi, Heather

1:00 p.m. Hood Canal Coordinating Council Meeting – Greg

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- 1:00 p.m. Aquatic Center Workstream Meeting – Heidi
- 2:00 p.m. Jefferson County Implementation Planning Project Team Meeting – Heidi
- 2:30 p.m. North Olympic Development Council Executive Board Meeting - Heather
- 3:00 p.m. 2024 Annual Report Review – Notes to Financial – Heidi

Thursday, May 22, 2025

- 10:00 a.m. Port Townsend Farmer’s Market Infrastructure Project - Heather
- 2:00 p.m. North Olympic Development Council 2025 Monthly Meeting – Greg, Heather
- 6:00 p.m. Democratic Meeting - Heidi

Friday, May 23, 2025

- 9:00 a.m. Special State Shoreline Hearings Board Meeting – Heidi
- 9:30 a.m. Ecosystem Coordination Board Land Use Subcommittee Meeting - Heidi
- 12:30 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 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