



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, August 18, 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).

If you have trouble clicking on agenda items, you can follow this pathway to materials:

www.co.jefferson.wa.us – Services – Laserfiche Web Portal (username and password is: public) – Board of County Commissioners – BOCC Agenda Packets – 2025 Weekly Agenda Items – Month of the meeting – Day of the meeting

1. **RESOLUTION NO. ____** re: Jefferson County’s intent to vacate a portion of Lower Adelma Beach Road
 
2. **AGREEMENT** re: Upper Yarr Creek acquisition; In the amount of \$26,000; Public Health; Northwest Watershed Institute
 
3. **AGREEMENT** re: Toandos Forest acquisition; In the amount of \$94,500; Public Health; Northwest Watershed Institute
 
4. **AGREEMENT** re: Mental health prevention program for school districts; In the amount of \$23,126.39; Public Health; The Benji Project
 
5. **MEMORANDUM of AGREEMENT** re: Corrections Officer hiring incentive; In the amount of \$15,000; Sheriff’s Office FOP/JCSOUSS; Brian Clerici
 
6. **MEMORANDUM of AGREEMENT** re: Corrections Officer hiring incentive; In the amount of \$10,000; Sheriff’s Office FOP/JCSOUSS; Brian Frantz
 
7. **MEMORANDUM of UNDERSTANDING** re: Peninsula Trails Coalition - Olympic Discovery Trail maintenance and volunteer
 
8. **INTERAGENCY AGREEMENT** re: CASA Guardian ad Litem Funds; In the amount of \$41,530; Juvenile Services; Washington State Administrative Office of the Courts
 
9. **AGREEMENT** re: Memorial Field Infrastructure Renovation Project; RCO Project #24-1768D; In the amount of \$493,727; Public Works; Recreation and Conservation Office (RCO)
 
10. **AGREEMENT** re: US 101 Duckabush Estuary Restoration Realignment Project; Turnback & Construction agreement; Public Works; Washington State Department of Transportation
 
11. **AGREEMENT** re: Prevent or delay the misuse and abuse of alcohol, cannabis, tobacco and drugs, and promotion of client services; In the amount of \$3,075,000; Public Health; Washington State HealthCare Authority
 

12. **AGREEMENT** re: Database services for EPL; Not to exceed \$10,000; Public Health; Little River Enterprises
 
13. **AGREEMENT** re: BECCA funding for truancy, at risk youth, and children in need; In the amount of \$8,871; Juvenile Services; Washington State Administrative Offices of the Courts
 
14. **AGREEMENT, Amendment No. 3** re: School-based mental health services; In the amount of \$22,200; Public Health; Cynthia Langston, LLC
 
15. **AGREEMENT, Amendment No. 7** re: Per diem billing of DOC incarcerated individuals; Bed rate of \$106.88; Sheriff's Office; Washington State Department of Corrections
 
16. **AGREEMENT, Change Order No. 4** re: Port Hadlock Wastewater Project; Additional amount of \$4,050 (plus 9.2% tax) for a total contract amount of \$1,872,185.77 (plus tax); Public Works; Ovivo USA, LLC
 
17. **APPROVAL OF MINUTES:** Regular Meeting Minutes of August 11, 2025, and Special Meeting Minutes of August 12, 2025 (Gardiner)
 
18. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated August 11, 2025 and totaling \$1,307,190.01
 

REGULAR AGENDA:

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No set time

COMMISSIONERS BRIEFING SESSION

10:00 a.m.

UPDATE re: Washington State Department of Natural Resources timber harvest report      

Drew Rosanbalm, DNR Assistant Region Manager
Bill Wells, DNR Olympic Region Manager

10:45 a.m.

HEARING re: Amendments to JCC 13.02.010, and JCC 13.04.010 in Division 1 of Title 13 JCC (PHUGA Sewer Utility Code)  

Philip Hunsucker, Chief Civil DPA

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), Civil DPA, Central Services Director, and Interim Department of Community Development 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 4:30 p.m.)

COMMISSIONERS MEETING SCHEDULE The Week of August 18, 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, August 18, 2025

9:00 a.m. BOCC Meeting – Board
12:00 p.m. Primary Election Pre-Canvass Board Meeting - Heidi

Tuesday, August 19, 2025

9:00 a.m. Jeff Co IMT: Wildfire Evacuation Tabletop Exercise - Heidi
10:30 a.m. Shelter Operations Meeting – Greg
11:00 a.m. Jefferson County Jail Tour - Heather
11:15 a.m. New Shelter Coalition Meeting – Greg
1:00 p.m. Primary Election Certification Meeting – Heidi
6:00 p.m. Community Outreach Meeting for 2025 at Point Hudson Pavilion – Heidi/Heather

Wednesday, August 20, 2025

8:30 a.m. Budget Meeting – Board
10:30 a.m. Barriers to Affordable Housing Development: Jefferson Co. and PHS - Heather
11:30 a.m. Washington State Association of Counties Legislative Meeting - Heidi
2:00 p.m. AI Implementation Meeting – Greg
2:30 p.m. Meeting with Jefferson Community Foundation to discuss SBHC/Clinic – Heidi
2:30 p.m. North Olympic Development Council Executive Board Meeting - Heather

Thursday, August 21, 2025

10:00 a.m. Strait ERN Quarterly Meeting – Heidi
2:00 p.m. YMCA Director Check-in - Heather
5:00 p.m. OlyCAP Meeting – Greg

Friday, August 22, 2025

12:15 p.m. KPTZ - 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 comment, meeting access, and meeting materials (if available).

Agenda: August 18, 2025

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