



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, January 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 | Greg Brotherton, District 3 (Acting Chair)

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
9:00 a.m.	REORGANIZATION OF THE BOARD: Appointment of Chair for 2025
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. **CALL FOR BIDS** re: Designation of Official County Newspaper and publication of County legal notices; Bids accepted until Monday, March 3, 2025 at 10:30 a.m. and opened and read publicly shortly thereafter in the Commissioners' Chambers at the Jefferson County Courthouse, 1820 Jefferson Street, Port Townsend, WA
 
2. **RESOLUTION NO. ____** re: In the Matter of Closure of the Upper Hoh Road County Road No. 914207
 
3. **RESOLUTION NO. ____** re: In the Matter of Closure of the Quinault South Shore Road County Road No. 911607
 
4. **RESOLUTION NO. ____** re: In the Matter of a Declaration of Emergency Due to County Road Damage
 
5. **RESOLUTION NO. ____** re: In the Matter of Closing the Hotel/Motel Bank Account
 
6. **AGREEMENT** re: 2025 Affordable Housing and Homeless Housing – OlyCAP – Caswell Brown Village; In the Amount of \$660,000; County Administrator
 
7. **AGREEMENT** re: Animal Shelter Improvements; In the amount of \$47,798.60; Central Services; Westsound Construction
 
8. **AGREEMENT, Amendment No. 1** re: Meeting facilitation and grant application review; In the amount of \$19,058.60; Public Health; SCJ Alliance
 
9. **AGREEMENT, Amendment No. 2** re: Dosewallips Wolcott Flats & Rocky Brook Planning; Project extension; Public Health; Washington Recreation and Conservation Office (RCO)
 
10. **AGREEMENT, Amendment No. 3** re: Contract Amendment Software and Application Programming Interface (API) Consulting; In the amount of \$9,600; Public Health; Tyler Technologies
 
11. **APPROVAL OF MINUTES:** Regular Meeting Minutes of December 23, 2024 and corrected Special Meeting Minutes of November 21, 2024 (Joint ICG)
   
12. **APPROVAL OF PAYROLL WARRANTS:** Dated December 20, 2024 and totaling \$103,242.83
 
13. **APPROVAL OF JURY VOUCHER:** Dated December 23, 2024 and totaling \$717.89
 

14. **APPROVAL OF ACCOUNTS PAYABLE WARRANTS:** Dated December 23, 2024 and totaling \$354,723.05



REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

No set time **DISCUSSION and POTENTIAL ACTION** re: Appointment of Acting Sheriff



Melissa Pleimann, Civil Deputy Prosecuting Attorney

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

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

No set time **RECESS**

1:30 p.m. **AFTERNOON SESSION**

No set time **DISCUSSION and POTENTIAL ACTION** re: Conservation Futures Fund: **RESOLUTION NO. ____** re: Establishing a Conservation Futures Fund Program Application Period, Setting an Estimated Amount of Conservation Futures Fund Available, and Approving Program Materials for Use in the 2025 Conservation Futures Fund Cycle



Mike Dawson, Water Quality Manager
Tressa Linquist, Environmental Health

No set time **WORKSHOP** re: Finalizing Jefferson County's legislative priorities



Stephanie Wright, Lobbyist for Strategies 360

No set time **ADDITIONAL DISCUSSION ITEMS**

- Boards and Committees Assignments – potential action



No set time **DISCUSSION and POTENTIAL ACTION** re: **RESOLUTION NO. ____** re: Authorizing the Jefferson County Administrator to execute an Interlocal Agreement with the governing body of the newly formed Jefferson County Transportation Benefit District



Mark McCauley, County Administrator
Ariel Speser, Civil Deputy Prosecuting Attorney

No set time **ADJOURNMENT** (Adjourn by 3:30 p.m.)

COMMISSIONERS MEETING SCHEDULE
The Week of January 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, January 6, 2025

9:00 a.m. BOCC Meeting – Board

Tuesday, January 7, 2025

11:15 a.m. New Shelter Coalition Meeting – Greg

12:00 p.m. Community Wildfire Defense Grant Proposal Workgroup Meeting – Heidi

1:00 p.m. Chimacum Ridge and Community Wildfire Defense Grant Proposal Workgroup - Heidi

Wednesday, January 8, 2025

12:00 p.m. Solid Waste Advisory Committee – Heidi

7:00 p.m. Grange Meeting – Heidi

Thursday, January 9, 2025

9:30 a.m. Washington State Association of Counties Legislative Steering Committee – Heidi

10:00 a.m. Peninsula Trails Coalition and Jefferson Land Trust - Heidi

5:00 p.m. Olympic Community Action Plan Annual Meeting - Greg

Friday, January 10, 2025

12:30 p.m. KPTZ – Greg or 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