



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, September 22, 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: Adopting an ordinance establishing minimum levels of service for curbside collection of recyclables for unincorporated East Jefferson County and adopting new section 8.10.045 to Chapter 8.10 Solid Waste Regulations of the Jefferson County Code (JCC); Hearing to be held October 6, 2025 at 3:00 p.m. in the Commissioners' Chambers located at 1820 Jefferson Street, Port Townsend, WA 98368 (HYBRID)
 
2. **HEARING NOTICE** re: Proposed emergency appropriations; two County funds; Scheduled for October 6, 2025 at 10:45 a.m. in the Commissioners' Chambers located at 1820 Jefferson Street, Port Townsend, WA 98368 (HYBRID)
 
3. **AGREEMENT** re: Quilcene water supply renovation; In the amount of \$16,445.52; Public Works; Shold Excavating Inc.
 
4. **AGREEMENT** re: Early intervention services for birth to three years old; In the amount of \$16,125; Public Health; Concerned Citizens
 
5. **AGREEMENT** re: Marine and nearshore ecosystem stewardship projects in East Jefferson County; In the amount of \$252,000; WSU Extension; Washington State Department of Ecology
 
6. **AGREEMENT, Amendment No. 1** re: Trust Land Transfer (TLT) agreement between the Jamestown S'Klallam Tribe, the Port Gamble S'Klallam Tribe, the Point No Point Treaty Council and Jefferson County regarding renewed tribal consultation
 
7. **LETTER OF SUPPORT** re: Bayside Housing and Services –Vince's Village Phase II
 
8. **ADVISORY BOARD APPOINTMENT** re: Peninsula Housing Authority; Mary Jean Ryan
 
9. **APPROVAL OF RFP** re: Legislative representation and lobbying services for 2026-2027
 
10. **APPROVAL OF PAYROLL WARRANTS:** Dated September 5, 2025 and totaling \$184,578.25, and dated September 19, 2025 and totaling \$93,069.88
   

REGULAR AGENDA:

10:00 a.m. **CONTINUED DELIBERATIONS re: HEARING** re: In the matter of amending Chapter 3.65 of the Jefferson County Code (JCC) for the Jefferson County Noxious Weed Control Board assessment rate  

Sophie DeGroot, WSU Extension Noxious Weed Coordinator
Ariel Speser, Civil DPA

- 11:00 a.m. **SPECIAL SERIES** – Cultural Heritage Resources re: Newspaper collections
 
Ellie DiPietro, JCHS Director of Collections & Research
- No set time **COMMISSIONERS BRIEFING SESSION**
- No set time **RECESS**
- 12:00 p.m. **COORDINATION MEETING** with Jefferson County Elected Officials and Department Directors
- Communications update: Communications protocol and social media calendaring
 - Roundtable discussion
- 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**
- 2:30 p.m. **BRIEFING** re: 2026 Annual Road Program, Draft 2026-2031 Jefferson County Six-Year Transportation Improvement Program (TIP), and 2025 Bridge Condition Report
- Monte Reinders, Public Works Director
Eric Kuzma, Assistant Public Works Director
- 3:30 p.m. **UPDATE** re: Short-Term Rental Program  
- Chelsea Pronovost, Interim DCD Director
Greg Ballard, Development Code Administrator
Nicki Akins, Code Compliance Coordinator
- No set time **ADDITIONAL DISCUSSION ITEMS**
- No set time **ADJOURNMENT** (Adjourn by 4:30 p.m.)

COMMISSIONERS MEETING SCHEDULE The Week of September 22, 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, September 22, 2025

- 9:00 a.m. BOCC Meeting – Board
- 12:00 p.m. Electeds and Directors Coordination Meeting - Board
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Tuesday, September 23, 2025

- 12:00 p.m. Jefferson County Forestry Meeting – Heidi
- 2:45 p.m. Intellectual and Developmental Disabilities Advisory Board Meeting - Heather
- 5:00 p.m. Jefferson Community Foundation Happy Hour - Heidi
- 6:00 p.m. Community Outreach Meeting in Brinnon – Board

Wednesday, September 24, 2025

- 2:30 p.m. Housing Fund Board Meeting – Greg, Heather
- 5:00 p.m. BOCC Special Meeting: Fire Safety Summit - Board

Thursday, September 25, 2025

- 9:00 a.m. Economic Development Council Board of Directors Extended Meeting – Greg
- 2:00 p.m. North Olympic Development Council 2025 Monthly Meeting – Greg, Heather
- 4:00 p.m. Aquatic Center Meeting - Heidi
- 5:00 p.m. Boatyard Barbeque – Board

Friday, September 26, 2025

- 12:15 p.m. KPTZ – Greg

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