



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Tuesday, February 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).

1. **RESOLUTION NO. ____** re: In the matter of implementing the Material Change Policy previously adopted by the Jefferson County Transportation Benefit District (JCTBD)
 
2. **BY-LAWS UPDATE** re: Solid Waste Advisory Committee (SWAC)
 
3. **APPROVAL OF PAYROLL WARRANTS:** Dated February 5, 2025 and totaling \$184,526.43
 

REGULAR AGENDA:

No set time **COMMISSIONERS BRIEFING SESSION**

9:30 a.m. **PROCLAMATION** re: Jefferson County Parks and Recreation Volunteers  

Matt Tyler, Parks and Recreation Manager

No set time **WORKSHOP** re: 2025 Emergency Management Workplan  

Willie Bence, Emergency Management Director

10:30 a.m. **WORKSHOP** re: 2025 Department of Community Development Workplan  

Josh Peters, Director
Chelsea Pronovost, DCD Admin Services Manager
Phil Cecere, Fire Marshal/Building Inspector
Greg Ballard, Development Code Admin

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, Assistant Public Works Director; and Natural Resources Program Coordinator 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. **WORKSHOP** re: Public Facility District
Agenda Request, Draft Ordinance, Presentation:  
Exhibit A:  
Exhibit B-E:  

Greg Brotherton, Commissioner District 3
Ariel Speser, Civil DPA

No set time **ADDITIONAL DISCUSSION ITEMS**
• Legislative update

No set time **ADJOURNMENT** (Adjourn by 3:00 p.m.)

COMMISSIONERS MEETING SCHEDULE The Week of February 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, February 17, 2025
HOLIDAY

Tuesday, February 18, 2025
9:00 a.m. BOCC Meeting – Board
3:30 p.m. Jefferson Transit Authority Board Meeting – Board

Wednesday, February 19, 2025
8:30 a.m. Budget Meeting – Board
10:00 a.m. Trust Land Transfer Lobby Day – Heidi
1:00 p.m. Hood Canal Coordinating Council Board of Directors Meeting – Greg
4:00 p.m. County Administrator Candidate Meeting - Heather
6:00 p.m. Washington State Association of Counties Legislative Steering Committee Update - Heidi

Thursday, February 20, 2025
8:00 a.m. Washington State Association of Counties Legislative Steering Committee Meeting – Heidi
9:00 a.m. Legislative Steering Committee Meeting – Heidi
10:30 a.m. Department of Emergency Management Emergency Preparation Meeting - Heidi
12:00 p.m. Special Election Pre-Canvass Board Meeting – Greg
2:30 p.m. Jefferson County Board of Health Meeting – Board
5:00 p.m. Intergovernmental Collaborative Group Meeting – Heidi, Greg

Friday, February 21, 2025
9:00 a.m. Salish Behavioral Health Administrative Services Organization Executive & Advisory Board Meeting – Heather
12:00 p.m. Salish Regional Substance Use Disorder Quarterly Meeting - Heather
12:00 p.m. Puget Sound Partnership Legislative Weekly Update - Heidi
12:30 p.m. KPTZ – Heidi
1:00 p.m. Special Election Certification Meeting - 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

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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