



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – Monday, May 12, 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: Establishing a new fund for Jefferson County Transportation Benefit District (JCTBD), Fund 182, with budget authority
 
2. **RESOLUTION NO. ____** re: Amending the Fee Schedule for the Department of Public Works, Solid Waste Division
 
3. **LETTERS** re: Joint Letters with Grays Harbor County re: Repairing the washout on South Shore Road
 
4. **AGREEMENT** re: Court involved youth detention and program services; Not to exceed \$80,000 a year; Juvenile and Family Court Services; Kelli Parcher, Inc.
 
5. **AGREEMENT, Change Order No. 1** re: Upper Hoh Road, MP 9.8-9.9; Emergency Repair; Increase of \$46,284.97 to \$460,716.97; Public Works; Seton Construction
 
6. **AGREEMENT, Amendment No. 1** re: Periodic Update Grant (PUG); In the amount of \$350,000; Department of Community Development; Washington State Department of Commerce
 
7. **AGREEMENT, Amendment No. 1** re: Middle Housing Grant; No fiscal impact; Department of Community Development; Washington State Department of Commerce
 
8. **AGREEMENT, Amendment No. 3** re: Executive Search Services; Not to exceed \$129,499; County Administrator's Office; The Greg Prothman Company
 
9. **AGREEMENT, Amendment No. 3** re: Community Wildfire Protection Consulting; No fiscal impact; County Administrator; SWCA Environmental Consultants
 
10. **AGREEMENT, Amendment No. 4** re: Consolidated contracts; Public Health; Washington State Department of Health
 
11. **ADVISORY COMMISSION RESIGNATION** re: Civil Service Commission; Ken Przygocki
 
12. **ADVISORY COMMITTEE RESIGNATION** re: Conservation Futures Citizen Oversight Committee (CFCOC); Open interest anadromous fish representative; Clint Cole
 
13. **ADVISORY BOARD REAPPOINTMENTS (2)** re: Board of Equalization: 1) Peter Raab; and 2) Joni Blanchard
 

14. **APPROVAL OF SUPERIOR COURT JURY FEES:** Dated May 1, 2025 and totaling \$4,200.90  
15. **APPROVAL OF PAYROLL WARRANTS:** Dated May 5, 2025 and totaling \$2,702,603.69  

REGULAR AGENDA:

- No set time (9:30 a.m.) **PROCLAMATION** re: Proclaiming the week of May 11-17, 2025 as National Police Week and observe May 15, 2025 as Peace Officers' Memorial Day  
Andy Pernsteiner, Sheriff
- No set time **WORKSHOP** re: Fireworks Code enforcement  
Andy Pernsteiner, Sheriff
Phil Cecere, Fire Marshal
- No set time (10:15 a.m.) **PRESENTATION** re: County Road Administration Board (CRAB) Certificate of Good Practice  
Mark McCauley, County Administrator
Monte Reinders, Public Works Director
- No set time **PROCLAMATION** re: Proclaiming the Week of May 11-17, 2025 as National Transportation Week and May 16, 2025 as National Defense Transportation Day  
Miranda Nash, Finance Manager at Jefferson Transit
- No set time **PROCLAMATION** re: Proclaiming the week of May 11-17, 2025 as National Hospital Week  
- No set time **COMMISSIONERS BRIEFING SESSION**
- 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 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 (2:00 p.m.) **WORKSHOP** re: Microsoft Office 365 licensing  
Shawn Frederick, Central Services Director
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No set time **ADDITIONAL DISCUSSION ITEMS**

No set time **ADJOURNMENT** (Adjourn by 4:00 p.m.)

COMMISSIONERS MEETING SCHEDULE

The Week of May 12, 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 12, 2025

9:00 a.m. BOCC Meeting – Board
5:00 p.m. Intergovernmental Collaborative Group – Greg, Heidi

Tuesday, May 13, 2025

10:00 a.m. Shelter Operation Check-In – Greg
11:15 a.m. New Shelter Coalition Meeting – Greg
1:00 p.m. Peninsula Early Childhood Coalition Monthly Meeting - Heather
2:00 p.m. Tourism Coordinating Council Meeting – Greg
3:30 p.m. Jefferson County Community Development Meeting to Discuss Drainage District - Heidi

Wednesday, May 14, 2025

9:00 a.m. Washington State Department of Natural Resources Carbon and Forest
 Management Work Group – Heidi
10:00 a.m. Ferry Advisory Committee Meeting - Heather
6:00 p.m. Peninsula Trails Coalition Meeting – Greg
7:00 p.m. Grange Meeting - Heidi

Thursday, May 15, 2025

10:30 a.m. Special Housing Task Force Meeting - Heather
12:00 p.m. Wastewater Conversation with Chimacum Stakeholders - Heidi
2:30 p.m. Board of Health Meeting – Board
5:00 p.m. Intergovernmental Collaborative Group Meeting - Heather

Friday, May 16, 2025

10:00 a.m. Jefferson County Implementation Planning Project Team Meeting – Heidi
10:00 a.m. Olympic Coast National Marine Sanctuary SAC Meeting – Heather
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
