



DRAFT

MINUTES

Jefferson County Board of County Commissioners

Regular Meeting – April 14, 2025, 9:00 a.m.

Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Heidi Eisenhour, Commissioner Greg Brotherton and Commissioner Heather Dudley-Nollette participated in the meeting. Chair Eisenhour called the meeting to order at 9:05 a.m., after technical issues were addressed.

PUBLIC COMMENT PERIOD: Chair Eisenhour called for public comments, and ten comments were received. The Commissioners addressed the comments.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Brotherton moved to approve the Consent Agenda as presented. Commissioner Dudley-Nollette seconded the motion which carried by a unanimous vote.

1. **HEARING NOTICE** re: Notice of intention to sell surplus property, as outlined in RCW 36.34.020-.090; Hearing to be held April 28, 2025 at 10:30 a.m.; 1820 Jefferson Street, Port Townsend, WA 98368, Commissioners' Chambers (HYBRID)
2. **RESOLUTION NO. 21-0414-25R** re: In the matter of finding and determination to declare certain personal property as surplus, authorized disposal, and remove from the annual inventory of the capitalized fixed assets
3. **RESOLUTION NO. 22-0414-25R** re: In the matter of allowing the Jefferson County Intellectual/Developmental Disabilities Advisory Board to provide a modest stipend for qualifying appointed board members as authorized by RCW 43.03.220 and adopting updated By-laws
4. **AGREEMENT** re: Psychological evaluations and sex offender treatment; In the amount not to exceed \$16,415; Jefferson County Juvenile Family and Court Services; Joseph Jensen, PhD
5. **AGREEMENT** re: GPS monitoring system VCheck24; In the Amount of \$1.95 per day per client; Jefferson County Juvenile Family and Court Services; Ascentic Holdings LLC (VCheck24)
6. **AGREEMENT** re: Road repair of the Upper Hoh Road; In the amount of \$623,000; Public Works; Washington Department of Commerce
7. **AGREEMENT, Amendment No. 1** re: Jefferson County Fairgrounds; Grant funded; Central Services; Jefferson County Fair Association
8. **AGREEMENT, Amendment No. 1** re: Piggyback for pathology services agreement; Per-service rate; Jefferson County Coroner's Office; Kitsap County
9. **AGREEMENT, Amendment No. 2** re: Little Quilcene River Bridge Replacement; Additional amount of \$5,870, for a total amount of \$535,138; Public Works; Sargent Engineers, Inc.

10. **AGREEMENT, Amendment No. 2** re: SR19 Rhody Drive Ped-Bike Improvements – South Segment, Project No. 1802095, WSDOT Project No TAP-0019(008); Additional amount of \$141,300 for a total amount of \$401,300; Public Works; Washington State Department of Transportation
11. **ADVISORY BOARD APPOINTMENTS (9)** re: Housing Task Force (HTF); Behavioral Health Administrative Service Organization or a Managed Care Organization; Ajay Mohan; A by and for organization within local government jurisdiction; Cameron Jones; Emergency shelter operators and permanent supportive housing providers and operators; Viola Ware; Domestic violence/sexual assault shelter and housing providers; Cheryl Weinstein; Homeless outreach providers; Julia Cochrane; Rental subsidy administrators; Sarah Martinez; Planning staff/Commission members City and County; Adrian Smith; Affordable housing developer; Kellen Lynch
12. **APPROVAL OF SUPERIOR COURT JURY FEES:** Dated April 9, 2025 totaling \$6,849.70
13. **APPROVAL OF MINUTES:** Regular Meeting Minutes of April 7, 2025
14. **APPROVAL OF PAYROLL WARRANTS:** Dated April 4, 2025 and totaling \$181,908.22

PROCLAMATION re: Proclaiming the of April 13-19, 2025 as Public Safety

Telecommunicators Week: JeffCOM 9-1-1 Director Matt Stewart and EJFR Fire Chief Bret Black were present to thank all telecommunicators. After all three Commissioners read aloud the proclamation, Commissioner Brotherton moved to approve the proclamation. Commissioner Dudley-Nollette seconded the motion which carried by a unanimous vote.

UPDATE re: Marine Resources Committee (MRC) Annual Report: MRC

Coordinator Katie Kowal, and MRC members Betsy Carlson and Bryan DeCaterina were present to provide an update on MRC activities and answer questions posed by the Board.

EXECUTIVE SESSION: An Executive Session was scheduled from 10:30 a.m. to 12:00 p.m. Chair Eisenhower announced that the Executive Session will be held from 10:45 a.m. to 12:00 p.m. to evaluate the qualifications of an applicant for public employment. No discussion of salaries, wages, and other conditions of employment to be generally applied within the county; and, no final action on the hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, under exemption RCW 42.30.110(1)(g) as outlined in the Open Public Meetings Act. Staff present: Human Resources Director, Human Resources Analyst, and Prothman representative. The Board concluded the Executive Session and resumed the regular meeting at 12:02 p.m.

Chair Eisenhower stated there were 19 applicants from five states. They are authorizing Prothman to reach out to 5 candidates, to inform them of next steps.

The meeting was recessed at 12:02 p.m. and reconvened at 1:30 p.m. with all three Commissioners present.

EXECUTIVE SESSION: An Executive Session was scheduled from 1:30 p.m. to 1:40 p.m. Chair Eisenhower announced that the Executive Session will be held from 1:30 p.m. to 1:40 p.m. regarding Attorney-Client Privilege, Actual Litigation under exemption RCW 42.30.110(1)(i) as outlined in the Open Public Meetings Act. Staff present: County Administrator, Prosecutor, Chief

Civil Deputy Prosecuting Attorney (DPA), and Civil DPA. The Board resumed the regular meeting at 1:41 p.m. Chair Eisenhower announced that the Board will be extending the Executive Session from 1:41 p.m. to 1:50 p.m. The Board concluded the Executive Session and resumed the regular meeting at 1:51 p.m. There was no proposed action, and therefore no public comment taken on this topic.

EXECUTIVE SESSION: An Executive Session was scheduled from 1:40 p.m. to 2:25 p.m. Chair Eisenhower announced that the Executive Session will be held from 1:51 p.m. to 2:35 p.m. regarding Attorney-Client Privilege, Potential Litigation under exemption RCW 42.30.110(1)(i) as outlined in the Open Public Meetings Act. Staff present: County Administrator, Chief Civil Deputy Prosecuting Attorney (DPA), Civil DPA and Department of Community Development Director. The Board resumed the regular meeting at 2:37 p.m. Chair Eisenhower announced that the Board will be extending the Executive Session from 2:37 p.m. to 3:00 p.m. The Board resumed the regular meeting at 3:01 p.m. Chair Eisenhower announced that the Board will be extending the Executive Session from 3:01 p.m. to 3:15 p.m. The Board concluded the Executive Session and resumed the regular meeting at 3:18 p.m. Chair Eisenhower announced that the Board will be extending the Executive Session from 3:18 p.m. to 3:30 p.m. The Board concluded the Executive Session and resumed the regular meeting at 3:34 p.m. There was no proposed action, and therefore no public comment taken on this topic.

ADDITIONAL DISCUSSION ITEMS: The Commissioners and County Administrator reviewed the following:

- Calendar coordination & Commissioner Briefing Session
- Legislative update

NOTICE OF ADJOURNMENT: Chair Eisenhower adjourned the meeting at 4:30 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Heidi Eisenhower, Chair

ATTEST:

Greg Brotherton, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heather Dudley-Nollette, Member