

## PORT COMMISSION MEETING– January 25, 2012

The Port of Port Townsend Commission met in regular session in the Commission Chambers, 375 Hudson St, Port Townsend, WA

Present: Commissioners – Erickson, Tucker, Thompson  
Executive Director – Crockett  
Deputy Director – Pivarnik  
Auditor - Taylor  
Attorney Harris - Goodstein Law Group  
Minutes - Nelson

### I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Erickson called the meeting to order at 6:30 PM.

### II. APPROVAL OF AGENDA:

The agenda was amended by moving Old Business, Item C–T’s Restaurant Update to Executive Session to discuss legal matters, duration of approximately ten minutes, with possible action, pursuant to RCW 42.30.110 (i).

**Commissioner Erickson moved to approve the Agenda as amended.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA (1:22):

A. Approval of Meeting Minutes – January 11, 2012

Approval of Workshop Minutes – January 11, 2012

Commissioner Tucker made a correction to the January 11, 2012 meeting minutes in Section VIII, New Business-Item A, Meeting Procedures, deleting an error that listed two seconds made on the motion.

**Commissioner Erickson moved to approve the Consent Agenda as presented with correction to the minutes as mentioned above.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

### IV. PUBLIC COMMENTS (Not related to agenda):

None

### V. OLD BUSINESS:

#### A. Passenger Ferry Update (3:08):

Mr. Crockett discussed the Passenger Ferry Weekly Update, which was provided to the Commission earlier. The Commission agreed, upon Mr. Crockett’s recommendation, to explore all options allowed by the FTA, which include besides purchasing a new ferryboat, purchasing a used ferryboat, and ferryboat lease options.

He also spoke about forming a Passenger Ferry Advisory Committee consisting of local stakeholders.

#### B. Public Infrastructure Fund (PIF) – Quilcene Septic (8:09):

Mr. Crockett updated the Commission on the Public Infrastructure Fund applications, which were originally due January 26, 2012. He is waiting on a response from County Administrator Morley regarding the new due date and format requirements. In the meantime, Linda Herzog drafted a letter to the County, with it yet to be determined whether it would be sent from the Port or from Ms. Herzog individually. This letter requests the 50% match be waived since it would be applied only towards a feasibility study

Ms. Herzog continued the discussion, also mentioning that she has not intended for the Port to provide the 50% match, but if the match were required, she would be searching for a funding partner(s). She also informed of discussions held with Stacie Hoskins from the County on the feasibility of the septic project.

Mr. Crockett informed that he received a call earlier in the day from a long-time Quilcene resident who opposes a new septic system.

### VI. NEW BUSINESS:

#### A. Kate Burke (18:08):

Mr. Crockett explained he has received several emails (Centrum, Scott Wilson, Higher Education Committee) searching for a solution to keep Kate Burke as the Director of Fort Worden State Park, as she is being bumped from her position due to State Park budget cuts. Mr. Crockett asked if the Commission would like to write a letter to the State Parks in favor of retaining Kate Burke, not knowing how much influence this would have as her last day is scheduled next week.

Commissioner Thompson suggested the Executive Director write a letter of recommendation on Kate Burke, sending it to the Parks stating how beneficial she has been. Commission and staff concurred that a letter of recommendation would be the appropriate step.

B. 2011 Year-end Financial Update (21:14):

Mr. Taylor discussed financial graphs and handouts, pointing out the positives in both operations and income in 2011. He highlighted the fact that the gap has narrowed between operation expenses and income as compared to the year 2010. Further updates on 2011 financials were discussed.

C. Approval of Warrants (31:03):

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$2,938.33 for Washington State Combined Excise Tax Return for December 2011

Warrant #048159 through #048185 in the amount of \$36,841.18 for Payroll

Warrant #048186 through #048195 in the amount of \$46,867.75 for Payroll Benefits and Accounts Payable

Warrant #048196 through #048235 in the amount of \$420,598.27 for Accounts Payable

**Commissioner Erickson moved to approve the warrants as presented.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

VII. STAFF COMMENTS (32:45):

Ms. Nelson reminded the Commission of upcoming committee meetings.

Mr. Pivarnik provided an update on the Travelift pier rebuild project; the US Customs remodel project; and informed the Commission that Penn Cove Shellfish has requested to increase the size of their leased land in Quilcene. If the Commission has no objections, he will present a revised lease reflecting the addition at the next meeting.

Mr. Crockett informed that Monday he attended the County SMP meeting with the DOE, the subject was aquaculture.

He also discussed the letter to the editor in last week's Leader from Mr. Jahnke regarding rights of way in the Boat Haven. There were many errors in his letter. Mr. Crockett will correct this information with members of the PT Marine Trades Association at their next monthly meeting.

Lastly, Mr. Crockett stated that when he was in Olympia at the WPPA office, transferring the treasurer books, he picked up some of the "Public Ports in Washington" books that our Port had ordered.

VIII. PUBLIC COMMENTS (43:34):

Rick Petrykowski had questions pertaining to the rights of ways purchased by the Port.

IX. COMMISSIONER COMMENTS (44:25):

Commissioner Tucker discussed a meeting he attended at the Fort on the future of Fort Worden. He suggested the Port explore options on the possibility of running the boat ramp and campground at the Fort, collaborating with the PDA.

He also explained his interest in Port staff exploring the possibility of using electronic calendars.

Commissioner Thompson expressed how pleased he is with the work Tike Hillman is performing as project manager on the Travelift project and the good working relationship he has with the contractor, Orion.

Commissioner Erickson responded to Commissioner Tucker's interest in an electronic calendar and stated his system is working well for him, but will look into it.

X. NEXT MEETING: Next regular meeting will be held Wednesday, February 8, 2012 at 1:00 PM, with a Public workshop preceding at 9:30 AM in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION: The regular session recessed into Executive Session at 7:21 PM for a legal matter, pursuant to RCW 42.30.110 (i), duration approximately ten minutes, with a possible decision. At 7:31 PM, Mr. Pivarnik informed the public waiting outside that the meeting was now reconvening.

XII: REONVENING AND ADJOURNMENT OF REGULAR MEETING:

The regular meeting reconvened at 7:31 PM.

**Commissioner Erickson moved to direct the Port Attorney to take the necessary steps to terminate the lease with T's Restaurant (the Tocatlians).**

**Commissioner Tucker seconded the motion.**

**Motion carried by unanimous vote.**

The meeting adjourned at 7:32 PM there being no further business to come before the Commission.

ATTEST:

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David H. Thompson, Secretary

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Leif W. Erickson, President

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Stephen R. Tucker, Vice President