

PORT COMMISSION REGULAR BUSINESS MEETING– September 12, 2018

The Port of Port Townsend Commission met in regular session at the Commission Building, 333 Benedict Street, Port Townsend, WA

Present: Commissioners – Tucker, Hanke and Putney
Acting Executive Toews
Auditor Berg
Director of Operations & Business Development Englin
Attorney Stafford present, and Chmelik via Skype
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Tucker called the meeting to order at 1:00 p.m.

II. APPROVAL OF AGENDA:

Acting Director Toews added Item B to XI-Executive Session-Potential Litigation, pursuant to RCW 42.20.110 (1) (iii).

Commissioner Hanke moved to approve the Agenda as amended.

Commissioner Putney seconded the motion.

Motion carried by unanimous vote.

III. PUBLIC COMMENTS (00:01:09):

Northwest School of Wooden Boat Building Director Betsy Davis announced the school has moved on with another partner on the Pumpout Boat project (partnership with Port Ludlow). She thanked the Commission and staff for their time.

Ms. Davis also thanked Ms. Matej for arranging to have local businesses and the Port booth located in the same area at the Pacific Marine Expo.

Commissioner mentioned the Ajax Café is opening back up soon and with more “synergy” in that location, including the boat ramp, there may be some future opportunities.

IV. CONSENT AGENDA (00:03:52):

A. Approval of Special Meeting Minutes – August 17, 2018

Approval of Regular Business Meeting Minutes – August 22, 2018

B. Approval of Warrants

Warrant #059490 through #059502 in the amount of \$59,879.83 for Payroll & Benefits

Electronic Payment in the amount of \$185,415.18 for Payroll & Benefits

Warrant #059503 through #059571 in the amount of \$197,729.12 for Accounts Payable

Warrant #059572 in the amount of \$1,937.79 for Accounts Payable

Warrant #059488 as a VOID

Commissioner Putney moved to approve the Consent Agenda as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

V. SECOND READING (Action Items):

VI. FIRST READING (Discussion Only):

VII. REGULAR BUSINESS:

A. Leasing Policy Advisory Committee (LPAC): Review & Selection of Applicants (00:04:08):

Commissioner Tucker read his choice of candidates for the LPAC:

Ernie Baird, Current Port Tenant, District 1

Chris Jones, Current Port Tenant, District 3

John Eissenger, Private Sector Landlord or Local/Financial

Susan Whitmire, Local/Financial Lending Institution

Pete Langley, Private Sector Business, Owner & Tenant (not Port-related)

All three commissioners had chosen the same candidates.

Commissioner Tucker moved to approve

Commissioner Putney seconded the motion.

Motion carried by unanimous vote.

B. Northwest School of Wooden Boat Building Pumpout Boat (00:05:50):

Mr. Toews reminded that at the last Commission Meeting the NW School of Wooden Boat Building had asked the Port to consider providing moorage and power for the pumpout boat and discussed what those figures could have been.

VIII. STAFF COMMENTS (00:07:27):

Ms. Nelson reported she has been working with State Archives and two of their staff members will come to Port Townsend later this fall, at no cost, to help with the Port's records organization.

Ms. Berg announced the State Auditors are at the Port Administration Office and will be here a few weeks conducting a 2-year financial audit and accountability audit; the Port is receiving applications for the Yard Laborer position; and, she continues to work on the budget.

X. COMMISSIONER COMMENTS (00:09:54):

Commissioner Putney announced he recently attended the North Olympic Development Council meeting, where sustainable food systems were discussed. He also attended the Infrastructure Fund Board meeting in Port Angeles where the US Economic Development Administration, US Department of Agriculture, WA Department of Commerce and WSU Extension office all presented. The meeting focused on economic development funding and broadband.

Commissioner Hanke recognized Mr. Toews as Acting Executive Director and stated he has held this position with integrity. He added at the next meeting we would welcome Jim Pivarnik as the Interim Executive Director.

Attorney Chmelik stated the process has been a smooth one with the work of Mr. Toews, Ms. Berg and Mr. Englin.

Commissioner Tucker announced he attended the recent Marine Resources Committee Meeting, where he discussed the Port. He also attended the Public Infrastructure Fund (PIF) meeting which is represented by the City, the County, PUD, the Port and three at large positions from each district. Funding comes from the ".09 money that comes back from the state" to be used for infrastructure projects. He stated the first meeting was to get everyone together and make plans to codify the EDC and change the way funds are requested.

Commissioner Hanke asked how much is in the PIF account now. Commissioner Tucker responded around \$950K, which is two-years' worth.

XI. NEXT PUBLIC WORKSHOP / REGULAR MEETING:

Public Workshop: Wednesday, September 26, 2018, 3:00 pm

Business Meeting: Wednesday, September 26, 2018, 5:30 pm

Port Commission Building, 333 Benedict St, Port Townsend.


XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 1:20 p.m. for a litigation matter, pursuant to RCW 42.30.110 (1) (i) and a potential litigation matter, pursuant to RCW 42.30.110 (11) (iii), a one hour duration with no action.

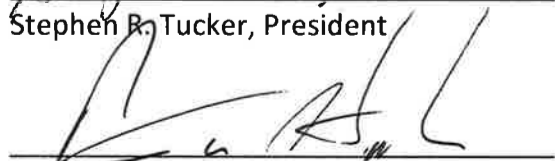
XIII. ADJOURNMENT:

The meeting reconvened and adjourned at 2:19 p.m. there being no further business to come before the Commission.

ATTEST:



William W. Putney III, Secretary


Stephen R. Tucker, President
Peter W. Hanke, Vice President