

PORT COMMISSION REGULAR BUSINESS MEETING – May 8, 2019

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

Present: Commissioners –Putney, Hanke & Tucker
Interim Executive Director Pivarnik
Auditor Berg
Deputy Director Toews
Minutes – Nelson
Attorney Chmelik

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Commissioner Hanke moved to approve the Agenda as presented.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

III. EMPLOYEE RECOGNITION:

Chris Sparks, Maintenance Manager recognized Laura Snodgrass, Facilities and Grounds Maintenance, for her ten years of service with the Port and Shawn Wiles, Maintenance Lead/Mechanic II for his twenty years of service. Commissioner Tucker and Deputy Director Toews expressed their thanks and appreciation.

IV. PUBLIC COMMENTS (00:03:07):

Kitt Kittredge commented on the IDD levy. She asked how Quilcene would benefit.

Ron Hayes commented on the IDD levy and requested a plan on how the money would be spent.

Bertram Levy commented on water meter installation, including expense and revenue.

V. CONSENT AGENDA (00:18:42):

A. Approval of Regular Business Meeting Minutes – April 24, 2019

B. Resolution No. 701-19 – Warrant Cancelations

C. Approval of Warrants

Warrant #060485 through #060499 in the amount of \$66,397.17 for Payroll & Benefits

Electronic Payment in the amount of \$98,284.69 for Payroll & Benefits

Warrant #060500through #060545 in the amount of \$90,850.59 for Accounts Payable

Commissioner Tucker moved to approve the Consent Agenda as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

VI. SECOND READING (Action Items):

VII. FIRST READING (Discussion Only):

A. Resolution No. 700-19 – Climate Mitigation & Adaptation (00:19:01):

Mr. Toews explained this resolution is in response to the Port's role as a participating member of the local Climate Action Committee. He discussed the Climate Action Plan adopted by the City and County in 2009. The Plan is to address the ongoing effects of climate change and the need for entities to take on a leadership role.

Commissioner Putney asked if the Port has performed a cost analysis or energy audit to learn the feasibility of adapting to more energy-efficient ways. Mr. Toews explained a Port-wide facility assessment was done in 2015 prior to completing the Capital Repair and Replacement Plan and most retrofit recommendations did relate to energy efficiency.

B. Stormwater Rate Increase (00:31:17):

Ms. Berg reminded this is a First Reading. She explained the City recently increased stormwater fees, and the Port mirrors their rates. This increase would be effective June 1, 2019. She stated the Port has spent \$1.1M + on stormwater and has only collected \$38K in stormwater revenue. It was explained that in 2014 the City waived the Port's stormwater fees and since the Port is required to maintain its own stormwater system,

the Port needs to charge for this. Ms. Berg reminded the Port has not increased stormwater fees since 2014.

Commissioner Tucker stated it helps to see the Port's cost and what the Port has taken in. He added this is important to discuss when determining lease fees.

Commissioner Putney stated it's also important to discuss the tax stipend the Port receives and the strict regulatory requirements that are increasingly costlier.

VIII. REGULAR BUSINESS:

A. BUMS Lease (00:35:51):

Mr. Pivarnik stated that Joe von Volkli transferred his business, "BUMS" (Bottoms Up Marine Services) to his employee, James Yobaggy, who has also hired a good business manager. He explained Mr. von Volkli was on a month-to-month lease and Mr. Yobaggy has requested a two-year with three one-year options. He added the leased space consists of two boatyard spaces. Mr. Pivarnik discussed other lease terms.

Commissioner Hanke moved to approve the BUMS Lease as presented.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

B. PUD Transformer Easements in the Boatyard (00:38:42):

Mr. Pivarnik reported PUD is anxious to begin electrical upgrades to the Port facility. The upgrades consist of 480 volt three-phase transformers. He explained the PUD needs easements from the Port for this project.

Commissioner Tucker moved to approve the two easements to PUD as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

C. Key FOB Pricing (00:42:11):

Mr. Pivarnik reported the Boat Haven main restrooms have been locked, which has helped with security issues. New locks have been installed and key FOBS will be distributed to tenants. He stated staff would like to provide one FOB at no cost to permanent tenants and if they would like a second FOB, staff recommends a \$10 fee. For lost or stolen FOBS, staff recommends a \$25 replacement fee. He explained these fees would cover the cost of the FOB and staff time. Mr. Pivarnik added FOB access can easily be activated and deactivated by staff. He reported staff is still working out how to handle transient and yard access. He explained that eventually, the FOBS would connect to the washdown facility.

Commissioner Hanke moved to adopt the FOB procedure as discussed with the first key at no charge, a second FOB at a rate of \$10 and a lost or stolen FOB replacement at a rate of \$25.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

D. Support Letter for "Puget Sound Day" in Washington, DC (00:46:29):

Mr. Pivarnik discussed an email received from County Commissioner Kate Dean regarding Salish Sea Recovery. He explained the letter of support she asks for is a plea to the Federal Government to continue funding for Puget Sound restoration. Mr. Pivarnik recommends moving forward with the letter of support, as requested.

(Attorney Chmelik read the form Letter of Support aloud.)

Commissioner Tucker moved to authorize support with a Letter of Support.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

IX. STAFF COMMENTS (01:04:30):

None

X. COMMISSIONER COMMENTS (01:04:48):

Commissioner Putney reported he recently attended the Linger Longer Advisory Committee meeting in Quilcene.

XI. NEXT REGULAR BUSINESS MEETING:

Next regular business meeting will be held Wednesday, May 22, 2019 at 5:30 p.m. in the Port Commission Building, 333 Benedict St, Port Townsend.


XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 2:05 p.m. to review the performance of a public employee, pursuant to RCW 42.30.110 (1) (g), duration of one hour with no action.


XIII. ADJOURNMENT:

The meeting reconvened and adjourned at 3:05 p.m. there being no further business to come before the Commission.

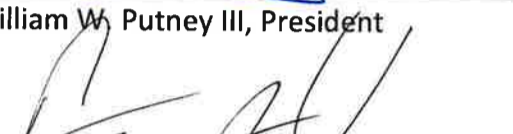
ATTEST:



Stephen R. Tucker, Secretary



William W. Putney III, President



Peter W. Hanke, Vice President