

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, June 23, 2021

The Port of Port Townsend Commission met for a regular business session via Zoom online.

Present via Zoom online video: Commissioners Hanke, Petranek and Putney
Executive Director Berg
Deputy Director Toews
Director of Capital Projects & Port Engineer Love
Port Recorder Erickson
Port Attorney Woolson

I. CALL TO ORDER (00:00:05): Commissioner Hanke called the meeting to order at 5:31 p.m.

II. APPROVAL OF AGENDA (00:00:27)

Commissioner Putney moved to accept the agenda as presented; Commissioner Petranek seconded the motion. Motion carried unanimously.

III. PUBLIC COMMENTS (00:00:47): *Comments sent in via email are posted online, and are summarized below. They were all regarding the County request to use Port property near the airport for a temporary homeless camp.*

Eric Taylor commented that moving the camp currently located at the county fairgrounds to Port property adjacent to the airport is a poor idea. His concerns were about safety issues (runway), theft (hangars), and access to services for the homeless. He asked the Commission to hold off on making any response to the County until the airport community has time to weigh in.

David Dean wrote that relocation of the homeless camp to the airport would be a mistake because 1) it would be a financial drain on the County, 2) it is too far from services & assistance for the homeless, 3) it would be an airport security issue, and 4) the camp may attract wild animals that live in the area.

Steven Lewis wrote that because the airport is not fenced, there is no way to separate the proposed homeless from the runway and the Port would be liable for any resulting loss or damage.

Scott Erickson wrote that there was not enough notice on this issue to plan for the meeting.

Scott Wexman wrote that he was against moving the homeless encampment for the following reasons: potential runway incursions; non-authorized encampments developing near the camp; and potential mischief to resident aircraft, facilities or personal property.

Mike Payne of the PT Aero Museum wrote that because the airport is an unsecured airport, the placement of the proposed homeless encampment is a bad idea because: it would be too close to the museum's non-profit youth education program; hangars could attract theft; and high-speed wifi hotspot located near the museum would attract the homeless to come onto airport property for access to the internet. He stated a comprehensive management plan for this encampment is needed, one that is reviewed by all who are impacted and is part of public record.

Gary Lanthrum, president of Jefferson County Pilots Assn., wrote on behalf of the aviation community that based aircraft and/or those who fly in/out of JCIA were deeply concerned and opposed to this move for the following reasons: JCIA is one of the few FAA airports that doesn't have a perimeter security fence and people (and their pets) could wander onto the runway; aircraft equipment would be a target for theft; there are no sanitary facilities at the airport.

Barbara Morey spoke as a housing advocate actively engaged with homeless campers at the fairgrounds; she suggested that the County renegotiate and modify the contract with the private fairgrounds management board to sublet the established county-owned campground, rather than rapidly develop another suitable temporary location elsewhere.

Glen Simecek owns a hangar at the airport where he keeps his small plane and said he thought the airport was a poor choice for serving the homeless, with no access to social services, health care, or sanitary facilities, and a poor location due to proximity to the unsecured airport.

Alea Waters and Lang Russel wrote to encourage the community to attend a meeting on Thursday at the fairgrounds to protest the eviction of the homeless from the encampment.

IV. CONSENT AGENDA (00:03:23)

A. Approval of Workshop and Public Meeting Minutes from June 9, 2021.

B. Approval & Ratification of Warrants

Warrants #063869 through #063870 in the amount of \$3,948.30 for Accounts Payable.

Warrant #063871 through #063877 in the amount of \$13,326.12 and Electronic Payment in the amount of \$85,390.65 for Payroll & Benefits.

Warrants #063878 through #063927 in the amount of \$175,566.37 for Accounts Payable.

C. NW School of Wooden Boatbuilding (NSWB) Lease

D. Resolution 747-21 BIG Grant application Boat Haven Linear Dock

Commissioner Petranek moved to approve the Consent Agenda as presented; Commissioner Putney seconded. Commissioners agreed that the NSWB lease was a perfect opportunity for the Port & the School to be integrated and work together. **Vote was taken; motion carried unanimously.**

V. Special Presentation: Pyrolysis Report – Tetra Tech (00:06:18):

Kimberly Porsche of Tetra Tech gave a presentation on the feasibility of a Pyrolysis System in Jefferson County. This study was conducted under a Recycling Development Center grant received by the Port from the Washington State Department of Ecology. Tetra Tech, Inc. has completed this study on behalf of the Port of Port Townsend. The goal was to assess if the conversion of waste plastics via pyrolysis is an effective alternative to the current waste disposal practices. She described the system technology, did an economic assessment, and gave their conclusions and recommendations for possible ways to make this a feasible project for this region.

Commissioner Putney asked about residual bi-products (Ms. Porsche replied that the literature provided to Tetra Tech reported that the emissions were minimal); he then asked about plastic sorting (Ms. Porsche said her report included manual sorting in the assumptions).

Commissioner Hanke asked how the emissions from the pyrolysis process differed from the burning of fossil fuels in an internal-combustion engine. (Ms. Porsche said she thought the emissions would be the same.)

Commissioner Petranek asked if those in the audience who initiated this project (Pete Langley or Al Cairns) could be allowed to ask questions. Pete Langley commented that they wanted to use pyrolysis oil to generate electricity at their facility, and extract the best fuel source on site out of the solid waste facility as was possible. He said his team wasn't interested in the profitability of this venture but of using a fuel source made from a waste product. He planned to digest this information and make plans for how to make it fit within their structure. Keith Henn of Tetra Tech commented that the fuel product would depend on the types of plastics used.

VI. SECOND READING (none)

VII. FIRST READING (none)

VIII. REGULAR BUSINESS (00:54:23)

A. Updated Capital Improvement Plan (CIP) for 2021 with new & changed projects

Director of Capital Projects Love went over the updated Capital Plan for 2021 and explained that over the past several months there has been a huge shift in potential projects because the Port had been successful with grant funding opportunities for infrastructure, and as a result they had added more projects. His report included spending projections for 2021-2025, with changes highlighted and proposed funding listed. One of the large increases was due to the required additional overlay work at the airport. He reminded the Commission of the discussion at the last meeting about the 2021 replacement pick-up truck order being cancelled due to microchip supply issues. Instead, the Port proposes purchasing two gator (all-terrain) vehicles with trailers to be used in the yard, a mower for the airport, and ordering a replacement 75-ton lift for 2022 delivery.

Commissioner Petranek asked if the gators were usable without a trailer and how to ensure the trailer is available if needed; Mr. Love replied that they could park trailers near the site where they were needed for quick access. The utility vehicles also have a dump bed attached to the vehicle that would be used separately, and the trailers used as needed.

Commissioner Petranek said she understood that the changes to the plan were necessary, for instance, to meet FAA requirements. She said she was not excited about the 2025 projects like the esplanade, the RV Park renovation, or the renovation of the hangars, and she hoped that the commission could discuss those in the future. Otherwise, she was happy with the CIP as presented.

Commissioner Hanke reminded those present that the Commission had voted 18 months ago to create an airport waiting room and he wanted to make sure that would happen with the moves of Port buildings. Commissioner Putney agreed and said that the airport is an Economic Development resource, and that the Port should focus on the benefits it can bring to the business community. Commissioner Hanke added that the airport hangars have dirt floors and leaky roofs; however, they have both ramp access for planes and road access for cars, which makes it a unique piece of property from an industrial design perspective.

Commissioner Petranek moved to accept the updated five-year Capital Improvement Plan with 2021 capital projects as presented, including the use of funding to pay for them; Commissioner Hanke seconded, and the motion was approved unanimously.

Commissioner Petranek moved to approve ordering a new 75-Ton lift for delivery in 2022; Commissioner Putney seconded the motion, which passed unanimously.

B. County request to use property near airport for a temporary homeless camp (01:05:26)

Executive Director Berg stated that this item was on the agenda for a very limited question: would the Port consider allowing the County to utilize a portion of the property outside of the Airport Layout Plan (ALP) adjacent to JCIA and accessible by SR 20 for a temporary homeless camp site limited by County ordinance by no more than two 180-day periods. He referred to concern from airport tenants and neighbors that were getting into the big picture issue of homelessness in Jefferson County and reminded the Commission that this topic was limited to a landlord use

authorization of land to a potential tenant, who would then be responsible for a siting decision, including permit, management and oversight consistent with that permit for a limited and temporary use. He said the issue was whether the Commission would consider allowing this site to be considered as a feasible alternative temporary site.

County Commissioner Brotherton described the problem with the moratorium on rental evictions ending June 30, the Fairground Assoc. plans to evict the people currently camping at the County Fairgrounds. Their goal is to find a regulated emergency shelter with oversight -- OlyCap would run it. He said that since the County has a limit of 50 people in tent encampments in the county, and having 12 already at Peter's Village in Port Hadlock site, the proposed site would be limited to 38 people (some would need to move to the emergency shelter at the American Legion). He said the first step is to get the Port Commission's permission, and permission would not mean that this would be a "go" but that the County would begin due diligence to see if this site would work (look at power and infrastructure costs to the County to move this group there); he said it would be a maximum of one year, and the County is looking for permanent and other temporary sites concurrently with this process.

Commissioner Putney asked who is responsible for managing the current site, and Mr. Brotherton said there is a variety of organizations helping, and that OlyCap is currently doing only night monitoring of the fairground site, but the County would be looking to increase that management at the new site.

Commissioner Hanke said that anywhere a homeless camp is proposed would be met with resistance; he suggested that a better forum for a discussion with the community would be the Intergovernmental Collaborative Group (ICG). He stated that this would be the first step in the process and that he was a long way from approving people moving out to the Port's site, and asked what exactly the County proposed to do as part of its due diligence. Commissioner Brotherton said that the County would initiate a conditional use permit process and then work through a checklist, every step of which is a go/no go decision.

Commissioner Petranek stated that there were a number of public comments on this issue, said she wanted the Port to be supportive of this issue, but wanted to make sure that it is really discussed. She said all the governmental groups should hear from the special agencies that are experts in this field.

Commissioner Putney asked about which location was preferred, and Commissioner Brotherton said the County would work with whatever the Port allowed.

Commissioner Hanke asked what recourse the Port had if the project failed to move on or had other problems. Commissioner Brotherton said that County ordinance only allowed for up to a year in the temporary site; they were still looking for other temporary spots and in a worst-case scenario, the Port could terminate the lease.

Commissioner Putney said that the reason this was a multi-government problem was that no single agency had all that was needed to solve the problem, so it is a real community problem and an opportunity for the community to come together and solve it. He agreed that ICG would be a good forum, but suggested a workshop format, and not a formal meeting.

Port Commission agreed to allow the County to begin due diligence, starting with a conditional use permit, to get the process started; clearly stating that this was not authorization to locate the encampment there, as it still needed further discussion. Executive Director Berg confirmed that he would bring any agreement to commission for their approval before he signed it.

IX. Staff Comments (01:42:22)

Executive Director Berg said he had attended the Quilcene End of the School Year party last Friday - his first one because of COVID-19 - and he was happy to see people having fun on and about Port property. He reported that due to vandalism the Port will be adding the Brivo Security System to the restrooms in Quilcene like the Boat Haven restrooms, making them for tenants only; he added that to be a tenant, one would only need to buy an annual ramp pass. Mr. Berg went on to report that the Port was looking forward to getting back to full-time staffing next week.

Executive Director Berg called attention to the informational items on the agenda - specifically item F. Policy Updates - a way for him to bring policies to Commission in draft form where there was no action needed by the Commission in a transparent public way. He clarified the Commission's desire for Item E. Commission Communications - things that are not necessarily public comments, but for public transparency benefit can be added to the agenda and meeting materials.

Deputy Director Toews thanked the Commission for authorizing the BIG Tier 2 grant application in your Consent Agenda today; the Federal grant application deadline is July 21, administered by RCO, and is a highly competitive funding. He said the Working Waterfront interview on KPTZ was a great experience and the feedback from the Quilcene community is already in process; he hoped it would be helpful to the Commission on prioritizing next steps at the Quilcene facility next year.

Port Engineer Love said that the chip seal application was in the process of being done at the airport, and that Maintenance was working hard on the Sperry buildings.

X. Commissioner Comments (01:56:40)

Commissioner Putney said he had 191 days left as Commissioner and that he'd been working hard on KPTZ projects.

Commissioner Petranek said that KPTZ did a stellar job of conducting an interview of Deputy Director Toews regarding the Port's work in Quilcene, and that Mr. Toews and Jeannie McMacken had done a great job explaining why folks should get involved. She commented that the upper floors of the K.C. Nomura building could be used for more of a marine trades hub for business and office space along with the EDC there; she was also excited about the Boat School leasing there.

Commissioner Hanke commented on Bob Frank's comment that was included in the packet and said that he felt the Commission should revisit the idea of shortening the winter discount not to include the month of March, as it was losing the Port money. He thanked Port personnel for working hard on behalf of the Port.

XI. Executive Session – none.

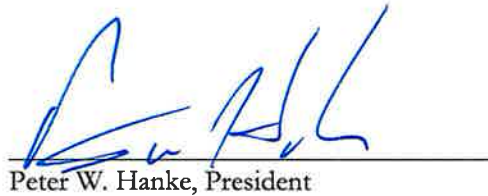
XII. Next Workshop and Regular Business Meeting (02:02:31): Wednesday, July 14, 2021, with Public Workshop at 9:30 a.m. and Meeting at 1:00 p.m. via Zoom.

XIII. Adjournment: Meeting adjourned at 7:35 p.m.

ATTEST:



William W. Putney III, Secretary


Peter W. Hanke, President
Pamela A. Petranek, Vice President