

The Port of Port Townsend Commission met for a regular business session at the Point Hudson Pavilion Building, 355 Hudson Street, Port Townsend, and also online via Zoom.

Present: Commissioners Petranek and Commissioner Hanke with Hasse excused  
Executive Director Eron Berg  
Deputy Director Eric Toews  
Director of Finance and Administration Connie Anderson  
Harbormaster Kristian Ferrero  
Director of Capital Projects and Port Engineer Matt Klontz  
Lease and Contracts Administrator Sue Nelson  
Port Recorder Joanna Sanders  
Via Zoom: Attorney Seth Woolsen

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE (Rec. 00:00:00)  
Commissioner Hanke called the meeting to order at 1:05 p.m.

II. APPROVAL OF AGENDA (Rec. 00:00:37)  
There were no changes.

III. PUBLIC COMMENTS – GENERAL (Rec. 00:01:06)

Tom Thiersch (written) regarding missed state funding opportunity on electrification projects.

Mitchell Rabenold (written) requesting a rule change to allow two controlled fireworks displays a year at Herb Beck Marina on July 4 and New Year's Eve.

IV. CONSENT AGENDA (Rec. 00:02:36)

A. Approval of Regular Business Meeting Minutes of August 14, 2024

B. Approval & Ratification of Warrants

Warrant #068928 through #068974 in the amount of \$894,199.84

Warrant #068975 through #068977 and Electronic Payment in the total amount of \$145,007.11

Warrant #068978 through #069006 in the total amount of \$445,344.70

Warrant #069007 through #069052 in the amount of \$150,120.21

Warrant #069053 through #069056 and Electronic Payment in the total amount of \$265,077.93

Electronic Debit in the amount of \$19,899.57

Warrant #069057 through #069111 in the total amount of \$146,400.74

C. Hood Canal Aviation LLC/James Piper Lease Assignment & Assumption

D. Authorization of Amendment 2 to Mott MacDonald Boat Haven Breakwater Repair Professional Services Agreement

E. Resolution 824-24 Vessel Auction Raggedy Ann (Nathan McDaniel)

F. Resolution 825-24 Void Warrant

G. Ratify a Purchase and Sale Agreement for Approximately 3.42 Acres of Vacant Land South of JCIA and Authorize the Executive Director to Execute all Necessary Closing Documents using Industrial Development District Levy Funds of \$250,000 plus Closing Costs

H. Authorize the Port's Executive Director to Accept the Completion of the Point Hudson Breakwater Construction Project

**Unanimous approval of the Consent Agenda as written.**

V. SECOND READING - None

VI. FIRST READING - None

VII. REGULAR BUSINESS (Rec. 00:03:30)

A. July 2024 Year-to-Date Financials

Director of Finance and Administration Connie Anderson reviewed meeting handouts the highlights of which were described in the informational memorandum on the consolidated

financials and detailed financial report. She noted increased salaries support the many capital projects.

B. Harbormaster Report (00:15:50)

Harbormaster Kristian Ferrero presented his report of 75-ton and 300-ton haulout activity, transient moorage nights, and parking. An additional 59 vessels are going into the yard in September so those numbers will be improving toward the desired 90-95% occupancy. Increases are also anticipated in transient moorage. There was some discussion and interest in changing the paid-for versus free parking areas and significant discussion about the trend of shorter days in the yard as well as whether to advance changes for increasing haulouts such as temporary or short-term discounts.

C. Ratification of Collective Bargaining Agreement with Teamsters Local 589 (Rec 00:33:50)

Executive Director Eron Berg provided an overview of the changes in the new agreement. Improvements were made to the bottom of the pay scale with the notation that there are zero job openings currently.

**Unanimous approval of motion to ratify and authorize the Collective Bargaining Agreement with Teamsters Local 589.**

D. Hangar Pad Site #6 Discussion (Rec 00:38:30)

Commissioner Hanke noted he has spoken with Dave Ward about his desire to lease pad 6. The only issue is whether to agree to a lease ahead of the Airport Master Plan update.

Executive Director Eron Berg reviewed that the plan could be modified, but the current plan is to have a hangar in the current location. This matter was last discussed by the Commission with some concern about the view corridor. As part of the planning process, the Port will want to consider vehicle traffic to Site 6. It was noted that a lease will be brought back to the Commission for Hangar Pad Site #6 to Northwest Custom Hangars.

E. Resolution 823-24 PIF Grant Application for Acquisition and Development of Proposal for Access to JCIA Light Industrial Park (Rec 00:46:33)

Executive Director Eron Berg reviewed the cost share proposal with the Jefferson County PUD for a project to improve electrical infrastructure for the industrial park as well as a new main feed through the Port's property to Kala Point. The grant deadline is Friday. This is the first JCIA investment with IDD funds. It was noted that a revised resolution was distributed dated September 11.

**Unanimous approval of motion to approve revised Resolution 823-24 PIF Grant Application for Acquisition and Development of Proposal for Access to JCIA Light Industrial Park.**

VIII. STAFF COMMENTS (Rec. 00:56:55)

Executive Director Eron Berg reported that Kimberlie Webber will be joining him at the Brownfields Conference taking a break from the environmental monitoring at the Short's farm along Chimaquum Creek. A new farm gate is in place to secure the property. The facilities crew, along with farm workers Jose and Santos, are busy with mowing and cleaning as well as clearing reed canary grass. The carpentry crew has also done a lot of work on the house and roughly 800 tires have been collected. Sea Marine is engaged in a discussion about Back Forty space for seasonal blocking of boats. The old moorage office at Point Hudson is open for lease. The Boatyard Barbeque is set for Thursday, September 26.

Deputy Director Eric Toews appreciated the advancement of the JCIA light industrial park project. He has been working with Washington Dept. of Fish and Wildlife on its license and use agreement for seasonal hunting as well as bird watching on the farm, involving volunteers accessing and securing the gate. He is looking forward to working on a lease for Hangar Site 6.

Director of Finance and Administration Connie Anderson noted the final audit reports were included in the packet making 15 years of clean audits at the Port. The audit is officially closed.

Harbormaster Kristian Ferrero announced the Wooden Boat Festival went well with staff doing a great job.



Lease and Contracts Administrator Sue Nelson noted excitement in being able to bring to the Commission Dave Ward's lease of Hangar Site 6. One Port-owned hangar unit is also available for lease. Maintenance staff completed the Port's obligations with Department of Enterprise Services for the Fish and Wildlife lease. Best Coast Canvas and Brion Toss Rigging tenants continue to review the draft leases.

Port Attorney Seth Woolsen confirmed that in checking the RCW, it reflects the Ports are on the odd-year elections.

IX. COMMISSIONER COMMENTS (Rec. 01:14:54)

Commissioner Hasse gave kudos on the new AV system especially for visual and hearing improvements. She reported on her cruise during the month of August on the GloryBe. Noteworthy were the positive comments about our Port, it was fun that lawn games were available at State parks as well as a fun directional signage post with arrows showing distances to other harbors. She was impressed with the cooperation and coordination during Wooden Boat Festival and is proud of the nice facilities such as the Pavilion used as the Adventure Stage. She met and would like to introduce Eron to Andrea of Anacortes Recreational Boaters Assn. of Washington (ARBWA). She learned from Forrest Nichols, engineer of Washington State Ferries, their issues with ferry maintenance and asked about the potential for coordinating space for dry dock at Port Angeles. She witnessed and was proud of Puget Sound Express showing respect for its distancing in viewing Orcas. She'll attend the WPPA Environmental Seminar in Walla Walla September 19.

Commissioner Petranek announced that the current *Our Working Waterfront* featured 100-year old Latifa whose owners are having work done on her over the next nine months at The Shop Co-op. She was also proud of the condition of the Port at the Wooden Boat Festival, including the new jetties. She attended the lifetime achievement awards recognizing Margie Abraham, Jim Tolpin, and shipwright Dave Thompson and recognized the value of our Port allowing start-up businesses. She encouraged everyone to come celebrate and promote the Boatyard BBQ.

Commissioner Hanke expressed excitement for the efforts on the advancement of the light industrial park at the airport. The topic has been discussed as long as he has been on the Commission.

X. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 01:28:00)

Thursday, September 19, 2024 Intergovernmental Collaborative Group Meeting at 5:00 p.m., via Zoom and in Person

Wednesday, September 25, 2024 Commission Business Meeting at 5:30 p.m. via Zoom and in Person

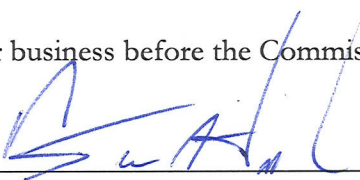
XI. EXECUTIVE SESSION – None

XII. ADJOURNMENT (Rec. 01:28:59)

At 2:33 p.m., the meeting adjourned there being no further business before the Commission.

ATTEST:

  
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Pamela A. Petranek, Secretary

  
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Peter W. Hanke, President

  
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Carol L. Hasse, Vice President