

PORT COMMISSION REGULAR BUSINESS MEETING – Tuesday, November 26, 2024

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 Hanke and Hasse with Commissioner Petranek absent
Executive Director Eron Berg
Director of Finance and Administration Connie Anderson
Capital Projects Manager Dave Nakagawara
Port Recorder Joanna Sanders

- I. CALL TO ORDER & PLEDGE OF ALLEGIANCE (Rec. 00:00:00)
Commissioner Hanke called the meeting to order at 1:02 p.m.
- II. APPROVAL OF AGENDA (Rec. 00:00:53)
There were no changes.
- III. PUBLIC COMMENTS – GENERAL (Rec. 00:01:56)
Adam Gaikowski (written) with concerns about an incident at JCIA.
- IV. CONSENT AGENDA (Rec. 00:01:27)
 - A. Approval of Workshop and Business Meeting Minutes from November 13, 2024 and Special Meeting Minutes related to the Intergovernmental Collaborative Group for 2023 and 2024
 - B. Approval & Ratification of Warrants
 - Warrant #069410 through 069440 in the total amount of \$161,339.13
 - Warrant #069441 through 069443 and Electronic Payments in the total amount of \$145,888.68
 - Warrant #069335 in the amount of \$144,291.26
 - Warrant #067961 in the amount of \$3,150 is declared void
 - Electronic debit in the amount of \$28,762.71 is ratified
 - Electronic debit in the amount of \$61.95
 - Warrant #069444 through #069474 in the amount of \$64,060.19
 - C. Authorize Executive Director to Sign the Updated Interlocal Agreement with the Public Utility District No. 1 of Jefferson County for IT Services
 - D. Authorizing ReVision Marine, LLC – Boat Haven Land & Building Lease
 - E. Authorizing Northwest Custom Hangars JCIA Land Lease, Hangar Site #6

Unanimous approval of the Consent Agenda as written.
- V. SECOND READING - None
- VI. FIRST READING - None
- VII. REGULAR BUSINESS (Rec. 00:04:25)
 - A. September 2024 Year-to-Date Financials
 - Director of Finance and Administration Connie Anderson reviewed meeting handouts including consolidated financials, informational memorandum, and detailed financial report year to date. Revenues are on target. She responded to questions about capital project expenditures, including the accelerated timeline on the Boat Haven Stormwater Project.
 - Capital Projects Manager Dave Nakagawara gave a post bid report on the bid opening yesterday for the Boat Haven Stormwater Project. Discussion ensued about the possibility of expanding this project to include some work on the West Boatyard Expansion.
- VIII. STAFF COMMENTS (Rec. 00:31:26)
 - Executive Director Eron Berg reported on his attendance at the Pacific Marine Expo.
 - Director of Finance and Administration Connie Anderson commented on the successful conversion to the cloud version of Sage financial software.
- IX. COMMISSIONER COMMENTS (Rec. 00:35:00)
 - Commissioner Hasse: reported on her recent Washington Maritime Trust field trip as well as last week's meeting of the Intergovernmental Collaborative Group. She attended the five-hour

Jefferson County Marine Resources Committee retreat and suggested that the MRC and other organizations such as the PT Aero Museum or Climate Action Committee presentations/discussions at ICG would be appreciated. Given the decline in volunteerism, she suggested newspapers might run stories on their importance in our communities. She also asked to increase from eight (8) to ten (10) the number of meetings for which Commissioners could be paid. Eron Berg noted that in January, there would be a review of Commission Meeting Procedures so it could be addressed at that time.

Commissioner Hanke commented on the good work towards getting the water moving on the Short Farm.

X. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 00:42:20)

Wednesday-Friday, December 11-13, 2024 Washington Public Ports Annual Meeting, 900 Bellevue Way NE, Bellevue, WA

Wednesday, December 18, 2024 at 9:30 a.m. Workshop and at 1:00 p.m. Special Business Meeting at the Pavilion Building & via Zoom

XI. ADJOURNMENT (Rec. 00:45:50)

At 1:44 p.m., the meeting adjourned there being no further business before the Commission.

ATTEST:

Pamela A. Petranek
Pamela A. Petranek, Secretary

Peter W. Hanke
Peter W. Hanke, President

Carol L. Hasse
Carol L. Hasse, Vice President