

PORT COMMISSION MEETING– December 22, 2014

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

Present: Commissioners – Tucker, Clinefelter and Hanke
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor – Khile
Attorney – Goodstein
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Commissioner Tucker moved to approve the Agenda as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

A. Approval of Meeting Minutes – December 8, 2014

Approval of Special Meeting Minutes – December 17, 2014

B. Approval of Warrants

Warrant #053903 through #053916 in the amount of \$66,628.12 for Payroll & Benefits

Warrant #053917 through #053947 in the amount of \$25,763.79 for Accounts Payable

Warrant #053885 as a VOID

Electronic Debit to Union Bank in the amount of \$3,918.16 for Washington State

Department of Revenue Combined Excise Tax Return for November 2014

Commissioner Clinefelter moved to approve the Consent Agenda as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda)

V. SECOND READING (Action Items):

VI. FIRST READING (discussion only)

A. Lease Request from Mr. Todd Flye (1:01):

Mr. Pivarnik reported on the letter from Mr. Flye requesting a lease on the satellite shelter that is adjacent to Scow Bay Boats (formerly Day Boats). When Scow Bay took over the lease from Aaren Day he did not need the shelter. Mr. Day has one year left on the lease. Mr. Pivarnik explained the different rate structures for storage space in the yard. The question for the commission is do they wish to continue allowing shelters in prime space; purchase the shelter to lease out; or move the shelter to another location.

Commissioner Tucker said he would like to learn more about the different rates charged in the yard.

Mike Galmukoff and Commissioner Hanke both spoke highly of Mr. Flye's work.

After asked his opinion, Mr. Flye said he would like to purchase the shelter, but it all depends on the lease rate and where the shelter would be located.

Mr. Pivarnik recommended the Port purchase the shelter and lease the space to Mr. Flye.

Mr. Pivarnik added he would come up with three different scenarios for the commission to review.

B. 2015 Commission Meeting Dates (23:37):

Mr. Crockett explained that due to holidays and WPPA conference dates in 2015, it would be a good idea to reschedule those meeting dates to include into the meeting resolution, which is adopted in January. This way, he added, the meetings would stay as "regular" and not be changed to "special meetings". Mr. Crockett asked the commission to review the suggested date changes for adoption in the meeting resolution at the January commission meeting.

VII. POTENTIAL IMMEDIATE ACTION ITEMS):

A. Lease Extension for Pygmy Boats (26:06):

Mr. Pivarnik said Pygmy has been a tenant for almost twenty years and it is time to renew their lease. They would like to have a five-year lease with a five-year option.

Commissioner Hanke moved to approve the Pygmy Boat lease for a five-year term, with a five-year option.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

B. Lease Extension for Commander's Beach House (28:03):

Mr. Pivarnik explained this is the same as the Pygmy lease, with one exception: if the Oldroyds sell their business, there is a provision in the lease that the Port would negotiate a new lease with the new owner.

Commissioner Tucker moved to approve the Commander's Beach House lease for a five-year term, with a five-year option.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

C. Lease for Admiral Ship Supply (30:59):

Mr. Pivarnik explained that David Carruthers found a new buyer for Admiral Ship Supply-Robert Frank. Kitsap Bank is requiring a long-term lease for financing.

Commissioner Hanke move to approve the lease with Mr. Frank as presented.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

VIII. STAFF COMMENTS (34:31):

Attorney Goodstein commented on the lease with Mr. Flye stating that, "removal of structure upon end of lease" is included in the lease language.

IX. PUBLIC COMMENTS (36:02):

Vigo Anderson asked why the Coast Seafoods lease has never moved forward. Mr. Pivarnik explained that staff is waiting for a property survey to be completed. Once that has been done, the lease will be brought back to the commission.

X. COMMISSIONER COMMENTS (36:41):

Mr. Hanke commented that the WPPA Annual Meeting was a great one.

Mr. Tucker discussed insurance inventory that he and Mr. Crockett learned about at the CLE class at the WPPA meeting. He also reported on a Jefferson Energy Lunch Meeting where Senator Hasagawa spoke on state banking. This is something Commissioner Tucker would like to see discussed amongst the WPPA.

XI. NEXT MEETING/PUBLIC WORKSHOP: Next regular meeting will be held Wednesday, January 14, 2015 at 1:00 PM, with the workshop preceding at 9:30 AM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

XIII. ADJOURNMENT:

The meeting adjourned at 1:41 PM there being no further business to come before the Commission.

ATTEST:

Stephen R. Tucker, President

Peter W. Hanke, Secretary

Brad A. Clinefelter, Vice President