

PORT COMMISSION MEETING– February 26, 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 – Lake
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Tucker called the meeting to order at 5:30 PM.

II. APPROVAL OF AGENDA:

Mr. Crockett announced that the Port attorney would be arriving late, but will provide an update on a Litigation matter, with possible action during the Executive Session.

Commissioner Clinefelter moved to approve the Agenda as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

Commissioner Clinefelter discussed correcting information on the environmental fee distribution, reported in the February 12, 2014 minutes. After further clarification, Commissioner Tucker stated the minutes reflect what was discussed and changes should be made at a different meeting.

A. Approval of Special Public Workshop Minutes – February 10, 2014

Approval of Public Workshop Minutes – February 12, 2014

Approval of Meeting Minutes – February 12, 2014

B. Resolution No. 605-14 – Delegation of Authority

C. Approval of Warrants

Warrant #052541 through #052556 in the amount of \$59,013.70 for Payroll and Benefits

Warrant #052557 through #052585 in the amount of \$103,440.44 for Accounts Payable

Electronic Debit to Union Bank in the amount of \$3,660.00 for Washington State

Combined Excise Tax for January 2014

Commissioner Hanke moved to approve the Consent Agenda as presented.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda) (4:51):

Bill Putney, local pilot, handed out an email he received from pilot Eric Taylor requesting all Commissioners attend the April Jefferson Co. Pilots Association meeting where Larry Crockett presents his “State of the Port” talk. He also would like the Commissioners to consider reinstating and sponsoring the “Airport Days” festival.

Mr. Crockett added he would discuss this at the April meeting with the pilots.

Ron Hayes, small boat owner and Puget Sound Anglers (PSA) member, stated he and the PSA group support the Port moving forward with the grant application for engineering and permitting of a second boat ramp.

Jerry Johnson, secretary of East Jefferson Puget Sound Anglers, stated the PSA members support the additional boat ramp 110% and he has a petition that currently has 170 signatures showing their support.

Teresa Verraes, Executive Director of Jefferson Co. Chamber of Commerce, informed they are currently gathering lodging, tax numbers and other figures to assess what kind of income is generated by activities such as fishing. The Chamber is happy to work with the Port and other local businesses on this.

Pete Langley, owner of Port Townsend Foundry, expressed that he does not like hearing of boat ramp expansion plans. He said this study has been going on for twenty years. He would like to see current ramps maintained and for the Port to look at other ramps and opportunities rather than adding another ramp.

V. SECOND READING (Action Items):

A. Communication Consultant Selection (25:51):

Mr. Crockett announced that Commissioner Tucker and senior staff interviewed all three of the candidates who submitted packets. He asked the Commission for authorization to enter into contract negotiations with the top choice.

**Commissioner Tucker moved to authorize the Executive Director to move forward with contract negotiations with the first choice consultant.
Commissioner Hanke seconded the motion.
Motion carried by unanimous vote.**

B. Engineering Consultant Selection (27:15):

Mr. Crockett informed that Commissioner Clinefelter, Tike Hillman and senior staff interviewed the top four engineering candidates who responded to the RFQ. He asked for authorization to move forward with contract negotiations with their top choice. He added that hiring an engineering firm soon is very important so that the long permit process can get going for the point Hudson Jetty project.

**Commissioner Clinefelter moved to authorize the Executive Director to begin contract negotiations with the first choice engineering candidate.
Commissioner Hanke seconded the motion.
Motion carried by unanimous vote.**

Mr. Crockett added he expects to present the negotiated contracts at the next Commission meeting.

VI. FIRST READING (Discussion Only):

None

VII. POTENTIAL IMMEDIATE ACTION ITEMS (with unanimous Commission approval):

None

VIII. STAFF COMMENTS (29:15):

Mr. Pivarnik explained that to answer questions on the AWOS at the airport, the Port does not expect to hear results on a grant award from the FAA until June or July. A predicted time line would have the system installed at the end of the year. Then the application process starts for the FCC license. Estimated cost is \$400K, with 90% FAA funding.

Commissioner Clinefelter asked why in initial discussions the cost was around \$100K. Mr. Pivarnik answered that in order to qualify for FAA funding, Jefferson Co. International Airport is required to have a system compliant with FAA standards.

Mr. Crockett stated he would attend the PDD and RC&D meeting along with Commissioner Tucker.

Mr. Crockett added he will host the Higher Ed Meeting tomorrow, and on Friday morning, he will host a meeting with the marine trades who participated in the Seattle Boat Show, to discuss how it went and share ideas for next year. He added the show cost the Port \$12K+ this year to participate.

Last, Mr. Crockett reported that marine trades business owner Joe von Volkli asked him to give a “State of the Port” talk to the Port Townsend Marine Trades Association next Wednesday.

IX. PUBLIC COMMENTS (38:24):

Vigo Anderson, on behalf of the Northwest Maritime Center and Wooden Boat Foundation extended a letter commending Assistant Harbormaster, Terry Khile, for his assistance with the 2013 Wooden Boat Festival.

Bill Putney offered advice that when the Port submits its intent to install the AWOS, the Port could apply for the FCC license at the same time, cutting down on the long processing time. He also said he attended the Northwest Aviation show in Puyallup and bumped into Mr. Crockett. He would like to see the Port of Port Townsend’s presence at the show, representing Jefferson County International Airport, alongside other Ports.

Pete Langley expressed his disappointment that the Port financially supports the local EDC, who supports the Northwest Maritime Center, who sells products from China in their chandlery, which puts locals out of business.

X. COMMISSIONER COMMENTS (46:37):

Commissioner Clinefelter asked if headway has been made in the matrix for prioritizing capital and maintenance projects. Mr. Crockett replied that this will be an item on the March 12, 2014 Public Workshop agenda.

In regards to Mr. Langley’s comments on the EDC, Commissioner Clinefelter said since the Port supports the EDC, his statement is important to hear.

Commissioner Hanke also looks forward to seeing the matrix. He added that he remembered discussing a weekend retreat to discuss matters such as the matrix and the budget, and would like to see this happen.

He also stated he attended the PRTPO meeting. He was impressed with Gordon Neilson’s comments. He also discussed how they are using the “freight argument” in funding Highway 101 projects since it is a freight highway.

Commissioner Tucker said he performed an exercise backing a boat trailer in where the future boat ramp would be to check out logistics and things went well.

He also stated he and Mr. Crockett attended a Department of Commerce awards ceremony where the Port received the Governor’s “Smart Communities” award for the Mystery Bay Management Plan and the Port Townsend Bay Management Plan involving buoy realignment helping to preserve shellfish beds.

Last, he discussed the past Energy Lunch meeting he attended where a discussion was held on turning waste into energy. He added that PUD and County Commissioners come from neighboring counties, enabling discussion on project collaboration.

XI. NEXT PUBLIC WORKSHOP/MEETING: Next Public Workshop will be held Wednesday, March 12, 2014 at 9:30 AM and the Regular Meeting at 1:00 PM in the Port Commission Building, 333 Benedict Street, Port Townsend.

XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session, at 6:26 PM to discuss Litigation, duration of twenty-five minutes with possible action, pursuant to RCW 42.30.110(i).

The Executive Session began once the audience departed, at 6:32 PM.

At 6:56 PM, Mr. Crockett checked for any members of the public waiting outside for reconvening of the regular meeting. Finding no one, the Executive Session continued.

At 6:59 PM Ms. Nelson checked for any public outside and found one member.

XIII. RECONVENING REGULAR MEETING:

The meeting reconvened at 7:00 PM.

Commissioner Clinefelter moved to authorize the Executive Director to enter into the settlement agreement presented by the Port Attorney in Executive Session, subject to the Port of Port Townsend being informed of the Environmental Project Recipient.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

XIV. ADJOURNMENT:

There being no further business to come before the Commission, the meeting adjourned at 7:01 PM.

ATTEST:

Peter W. Hanke, Secretary

Stephen R. Tucker, President

Brad A. Clinefelter, Vice President