

PORT COMMISSION MEETING– April 9, 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 1:00 PM.

II. APPROVAL OF AGENDA:

Added to the agenda, an Executive Session on Real Estate, pursuant to RCW 42.30.110(c), with a duration of fifteen minutes and no action.

Commissioner Clinefelter moved to approve the Agenda as amended.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA (1:16):

A. Approval of Meeting Minutes – March 26, 2014

B. Operations Reports – March 2014

C. Approval of Warrants

Warrant #052703 through #052725 in the amount of \$121,820.72 for Payroll and Benefits

Warrant #052726 through #052770 in the amount of \$60,761.45 for Accounts Payable

Electronic Debit to Union Bank in the amount of \$15,384.08 for Washington State

Dept. of Labor & Industries 1st Quarter Tax Return for Jan-Mar 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):

None

V. SECOND READING (Action Items):

A. Point Hudson Breakwater Update (2:03):

Mr. Crockett presented to the Commission, Coast & Harbor Engineering's (C&H) Scope of Work for the Pre-Feasibility Assessment for the Point Hudson Breakwater project. He explained C&H would develop two different approaches for the project, with about a four-week turn-around. The Scope of Work contract is for \$13,500 and this will include verbiage for the Boating Infrastructure Grant.

Mr. Toews added that at the next meeting he would have a resolution to approve the Boating Infrastructure Grant application to present to the Commission.

B. Automated Weather Observing System (AWOS) (7:22):

Mr. Crockett presented Reid Middleton's "Benefit Cost Analysis" (Project Program Overview) on the AWOS. Mr. Pivarnik stated the FAA concurred with the price of \$400K; however, staff expressed cost concerns with Reid Middleton (RM). As a result, Port staff will assume some of the legwork on the project, which reduces the cost to \$330K.

Mr. Crockett informed that the Port is responsible for 10% of the cost. WSDOT Aviation has a grant that will pick up half of that 10%, which would be an out-of-pocket expense of about \$16K. In addition, Bill Putney volunteered to perform onsite engineering, which is a cost saver to the Port. Mr. Crockett reminded the Commission they authorized staff to move forward. Mr. Pivarnik said that since then, the Port has spent about \$13K already on this project.

Comments from audience:

Comments and questions from the audience were heard from Dennis Broderson, Eric Taylor, Bill Putney and Dale Moses. Discussion included annual costs of maintenance for the AWOS, AWOS life span, insurance, security fencing, etc.

Commissioner Tucker explained the AWOS could bring more commercial flights and would also allow Air Lift Northwest to land at JCIA. Mr. Crockett explained the AWOS provides safety information to pilots, including wind speed and direction, precipitation info, ceiling info and would be accessible on Smart Phones and computers.

The subject of the AWOS location was discussed and debated and Mr. Pivarnik explained that three different engineering firms all sited the AWOS in the same area.

Mr. Taylor asked questions on the WSDOT 5% funding and the timeline of the project. Mr. Pivarnik responded that bids would be opened by August 1.

C. Boat Ramp Grant Authorization (37:50):

Angler Dale Moses stated he has been a boater all his life, both as a trailer boater and a kayaker. He discussed his experiences using ramps all around the Sound and the lack of ramp availability in the area. He presented reasons for installing a second boat ramp.

Puget Sound Angler Jerry Johnson said the Puget Sound Anglers endorse a second ramp. He presented a petition with over 600 signatures in support of the ramp. Mr. Johnson discussed the revenue anglers bring to town.

Vigo Anderson commented that the Port does not see that revenue, since ramp fees are waived during derbies. (Mr. Pivarnik clarified ramp fees are waived at the Olympic Peninsula Derby only.)

Comments and questions were heard from audience members, Bertram Levy, Ron Hayes, Bill Putney and Dale Moses. Discussion included the fact that an additional boat ramp fulfills the Port's mission statement, funding of the ramp, the fish cleaning station which half the cost was paid by the local Puget Sound Anglers group, marketing.

Mr. Moses asked if the Port had ever discussed collaborating with Fish & Wildlife on ramps. Mr. Crockett explained those discussions have taken place in the past, with Fish & Wildlife in favor of the plan, but State attorneys would not allow this. Mr. Crockett reported that in the past, the Port talked with State Parks about taking over the Fort Worden ramp, but the Parks wanted to keep that revenue. He said now that the PDA operates Fort Worden that may be a possible item for discussion in the future.

Mr. Crockett explained that staff had met with the tribes and has the support of the Jamestown S'Klallam and Port Gamble S'Klallam tribes, which may include some financial support.

Commissioner Tucker explained that he has been studying the reasons for congested boat ramps and in researching Sea Grant information, he found that today, 80% of Washington boaters are trailer boaters. In the past, when the original ramp was built, most boats stayed in the water. He added to keep current; the Port needs to expand access to the water.

Commissioner Hanke discussed the problem of trailer parking. Mr. Pivarnik and Mr. Crockett explained different parking plans.

Mr. Crockett explained the Port has qualified with the RCO for grant participation, which is the first step in the application process. The application is due the first of July. He added the Port's match at 25% for engineering would be \$125K. 25% is the minimum match; however, RCO grants more points to projects that contribute a higher percentage of their match.

Commissioner Clinefelter expressed concerns of paying for the boat ramp project and the Point Hudson breakwater at the same time. Mr. Crockett answered the Boat Ramp engineering would happen in 2015 and the breakwater project would take place in 2016.

Commissioner Tucker moved to authorize staff to proceed with the Boat Ramp grant, utilizing a 26% match from the Port.

Discussion ensued on the percentage amount the Port should contribute. Commissioner Clinefelter again expressed his concerns on safety (repair of the breakwater) vs. public's access to water (the ramp)

Commissioner Hanke added that he believes \$125K is a generous amount of money when there are many repairs that are needed.

Commissioner Tucker revised his motion and moved to authorize staff to proceed with the Boat Ramp grant, utilizing a 25% match from the Port.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

VI. FIRST READING (Discussion Only):

A. PSAC - Vacancies (1:28:00):

Mr. Toews refreshed the commission and audience the goals and responsibilities of the PSAC. He explained how the committee helps guide the commission in decision-making. He explained how the PSAC has fallen apart, mainly from the untimely response from the past year's commission and disappointment from the past commission's tone on the PSAC's recommendations. He explained there are nine members (citizen volunteers) and one ex-officio, staff member Larry Aase. Three of the nine are appointed by the commissioner from each district. Mr. Toews added two member's terms have expired and two have resigned. District 1 and District 2 seats are vacant.

Mr. Levy, a PSAC member expressed his views on how the committee felt disappointed with the response received from the commissioners.

Commissioner Clinefelter discussed using a matrix for every project; referring to the matrix as “a tool in the tool box”.

Mr. Toews suggested meeting separately with Commissioners Tucker (D-1) and Clinefelter (D-2) to discuss their ideas for appointees in their districts. Staff will bring recommendations to the commission on the other two vacancies. Mr. Toews also added that he believes meetings should change from two/year to quarterly.

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

None

VIII. STAFF COMMENTS (1:52:04):

Attorney Lake stated she would be giving two presentations at the WPPA Spring Meeting.

Ms. Nelson explained the May 14, 2014 Commission Workshop and Meeting date would need to be moved due to staff and Commissioners attending the WPPA Spring Meeting. Mr. Crockett had suggested it be moved to Monday, May 12, 2014, same times.

Mr. Crockett stated he would be attending tomorrow’s CEO breakfast meeting.

IX. PUBLIC COMMENTS (1:53:56):

Bill Putney asked what Saturday Mr. Crockett and the commission would be available for Mr. Crockett’s presentation on the “State of the Airport”. Staff will get back with Mr. Putney. He also commented on the frequency of PSAC meetings.

Jerry Johnson thanked the commissioners for their support of the boat ramp expansion. He said he would like to be involved if and when the Port meets with the PDA on the Fort Worden ramp.

Mike Levine, with Marine Surveys & Assessments commented that their company sees the least transparency on project costs with the Port of Port Townsend than with any other port. Commissioner Tucker asked for an example and Mr. Levine spoke of an RFQ submitted by their firm on the breakwater project. Mr. Crockett reminded that costs are not involved in the RFQ process.

X. COMMISSIONER COMMENTS (2:03:47):

Commissioner Clinefelter informed that he asked Mr. Crockett and Mr. Toews to develop a business project management plan. He wants to see this used as a standard process to develop and follow through on capital projects.

Commissioner Tucker said he recently attended a fishing club function in the Marina Room where the room was put to a good use and was packed with people. He suggested enlarging the Marina Room for a greater capacity, since many clubs and groups use this room.

XI. NEXT MEETING: Next regular meeting will be held Wednesday, April 23 at 5:30 PM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session, at 3:08 PM to discuss a Real Estate matter, duration of fifteen minutes with no action, pursuant to RCW 42.30.110(c).

At 3:14 PM, there was a two-minute delay (due to a member of public entering the building). At 3:25 PM Attorney Lake announced to the public outside, the meeting would be extended another five minutes. At 3:28 PM Attorney Lake announced the meeting would be extended an additional three minutes.

XIII. RECONVENING/ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened at 3:32 PM, and there being no further business to come before the Commission, the meeting adjourned at 3:32 PM.

ATTEST:

Peter W. Hanke, Secretary

Stephen R. Tucker, President

Brad A. Clinefelter, Vice President