

PORT COMMISSION MEETING– August 12, 2015

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 – Berg
Attorney – O’Malley
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Proposed additions to the agenda include VII-Potential Immediate Action, A - Quilcene Waste Water Project, and XII-Executive Session, A – Personnel, duration of thirty minutes, no decisions.

Commissioner Tucker moved to approve the Agenda as amended.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA (2:20):

- A. Approval of Meeting Minutes – July 22, 2015
Approval of Special Meeting Minutes – August 6, 2015
- B. Resolution No. 629-15 – Warrant Cancellation
- C. Write-off Register
- D. Operations Report – July 2015
- E. Approval of Warrants

Warrant #054894 through #054910 in the amount of \$100,661.89 for Payroll & Benefits
Electronic Payment in the amount of \$47,894.30 for Payroll & Benefits

Warrant #054911 through #054981 in the amount of \$80,895.62 for Accounts Payable
Warrant #054620 as a VOID

Commissioner Tucker 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) (2:28):

Bertram Levy presented a chart on water usage at the boat ramp wash down area. He explained he recently observed a person with no boat, washing their car there. His chart compared water usage from that meter for May, June and July of 2014 and 2015. Mr. Levy asked the commission to consider a coin-operated system for water usage at the wash down area.

V. SECOND READING (Action Items):

A. Boat Ramp Update (9:48):

Mr. Pivarnik informed the commission a request for bids on the boat ramp project went out last week, with bids due August 26, 2015. He discussed the streamlined changes made to the plans by the engineers. Mr. Pivarnik reported this is now estimated to be a \$375K job. Mr. Crockett added the maximum amount the Port can receive from the grant is \$330K (75% of project cost). Mr. Pivarnik added he expects to receive the letter from the hearing examiner in the next day or two, and then staff would apply for City permits. Target date for construction to begin is December.

VI. FIRST READING (Discussion Only):

A. Larry Scott Trail (12:27):

Mr. Crockett reported the reason for placing this on today’s agenda resulted from an article in Tuesday’s Peninsula Daily News. He then explained that in the Kah Tai transfer deal between the City and the Port, the relocation of the Larry Scott Trail was a condition to be reexamined in the future. Mr. Crockett briefed on the history of why the trail was built in the shipyard area, rather than the original plans to bring it behind the PT Brewery and up around the bluff by the Port’s maintenance shop. Representatives of the Trails Coalition, along with Mayor David King recently met with staff on how to move the relocation project forward. Mr. Crockett explained to the commission that if the Port assists the Coalition, it would involve staff time and money. He added there is grant

money available, but most require a 50% match. He said the Coalition is willing to pursue the grants. He does not know if a donation of some of the property by the Port would qualify as part of the match. Possible funding could come from other sources, such as the City and others as well. Mr. Crockett stated the Coalition would like permission to go back along the bluff and cut back the berry bushes and brambles to see how feasible this area would be for trail relocation. Discussion ensued on who is responsible for maintaining the trail (the City and County), dust and traffic in the shipyard, insurance coverage for trail volunteers, engineering and surveying of the bluff, and the possible unlocking of the City's restrooms at the Kah Tai entrance since cars would be directed to park at the Park & Ride.

Trails Coalition Vice President, Jeff Selby reported they have insurance coverage for trail volunteers. He also said they adhere to the National Standards for trails, which regulate trail grades and ADA accessibility.

Port staff will supply the Trails Coalition with a map of the subject area and once the weeds are cut back, Coalition reps will present a feasibility report to the commissioners.

VII. POTENTIAL IMMEDIATE ACTION ITEMS:

A. Quilcene Waste Water Project (28:50):

Commissioner Tucker explained the Quilcene Waste Water project was discussed at this morning's workshop. Mr. Crockett has asked for commission approval to draft a letter to the County Commissioners from the Port Commissioners asking them to reopen, move forward, and to make the previously approved PIF money available for the Quilcene Waste Water Project. He also suggests adding to the letter that the County provide a status report to the commission by the August 26 Port Commission meeting.

Commissioner Tucker moved to approve this item for immediate action.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

Commissioner Tucker moved to authorize the Executive Director to draft a letter to the County Commissioners from the Port Commissioners as discussed.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

VIII. STAFF COMMENTS (31:07):

Ms. Nelson announced there are now 14 or 15 boats up for sale on the Port's website.

These are boats that did not sell at auction.

Mr. Crockett stated he would attend the PRTPO TAC meeting on August 20. He reported he intends on filling the yard position vacated by TJ Quandt due to his new position. The new hire will be a beginning lift operator and a current staffer will move up in his position. Staff received feedback from the marine trades expressing the need for a full yard crew.

IX. PUBLIC COMMENTS (34:16):

John Zimmer commented on the Larry Scott Trail relocation.

Bertram Levy hopes it will not take long to resolve the wash down water over-usage.

Linda Herzog thanked the commission and staff for moving forward on the Quilcene Waste Water project. She added this system would provide economic stability for the South County.

X. COMMISSIONER COMMENTS (37:11):

Commissioner Clinefelter asked Ms. Berg if maintenance expenses could be consolidated into the 2016 budget for easier tracking. He then said he believes Mr. Levy's idea of using a coin-operated system for the wash down area is a good idea. Mr. Crockett stated he is ready to shut the water off during this drought. Commissioner Tucker said a responsible boat ramp should provide a wash down area so that boaters can wash off any invasive species to avoid transporting them to another location.

Commissioner Clinefelter asked for the quarterly update from Team Jefferson, which was due in June.

Commissioner Hanke said he this is a great time to move forward on the Quilcene Waste Water Project. He announce that he would be absent from the August 26, 2015 commission meeting.

Commissioner Tucker provided an update on the Jefferson Energy Lunch group. He reported that Brian Young from the WA State Department of Commerce became a sponsor of the local group because he enjoyed the programs so much.

XI. NEXT MEETING: Next regular meeting will be held Wednesday, August 26, 2015 at 5:30 PM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session (Commission, Legal Counsel and Executive Director Crockett), at 1:46 PM to discuss a personnel matter, pursuant to RCW 42.30.110, duration of thirty minutes with no action.

XIII. RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened and adjourned at 2:30 PM there being no further business to come before the Commission.

ATTEST:

Peter W. Hanke, Secretary

Stephen R. Tucker, President

Brad A. Clinefelter, Vice President