

PORT COMMISSION REGULAR MEETING– April 26, 2017

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

Present: Commissioners – Hanke, Clinefelter and Tucker
Executive Director Gibboney
Auditor Berg
Director of Operations & Business Development Englin
Communications Coordinator Matej
Attorney Goodstein
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Hanke called the meeting to order at 5:30 p.m.

II. APPROVAL OF AGENDA:

Ms. Gibboney requested time following Public Comments to make a few employee introductions.

New addition to the agenda: Executive Session, A – Potential Litigation, fifteen minutes duration, no action, pursuant to RCW 42.30.110 (i).

Commissioner Tucker moved to approve the Agenda as amended.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA 1:11):

A. Approval of Public Workshop Minutes – April 12, 2017

Approval of Regular Meeting Minutes – April 12, 2017

B. Approval of Warrants

Warrant #057537 through #057543 in the amount of \$10,954.11 for Payroll & Benefits

Electronic Payment in the amount of \$59,285.79 for Payroll & Benefits

Warrant #057544 through #057582 in the amount of \$160,998.61 for Accounts Payable

Electronic Debit in the amount of \$6,167.52 for WA State Dept. of Revenue Combined

Excise Tax Return for March 2017

Commissioner Tucker 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) (1:27):

Heather Burns thanked Commissioner Hanke for attending the Linger Longer Committee meeting.

Clayton White commented on shrimp opening and moorage hire in Quilcene.

Keith Beck commented on Quilcene matters.

Mr. Englin gave recognition to Yard Manager Terry Khile, a Port employee for twenty-nine years.

He also introduced TJ Quandt, the Port's new Business Manager who has been an employee of the Port for seven years.

V. SECOND READING (Action Items):

A. Yard Rates Update & Proposal (5:03):

Mr. Englin reported he has received lots of feedback from tenants, customers and stakeholders. He discussed the proposed yard storage rate of \$0.75 per lineal foot, with a 20% discount to customers who stay longer than thirty days.

Commissioner Tucker stated he is not in the majority with the 20% discount and explained why. Mr. Englin said staff could review the discount offer during the high occupancy periods.

Ms. Gibboney thanked the yard crew for working towards keeping derelict vessels out and addressing the problem of inactive vessels in the yard.

Commissioner Clinefelter stated he feels the proposed rates are within reason and that this is a positive move.

Bertram Levy asked if washdown rates were included. Mr. Englin answered washdown fees would continue as a separate fee.

Commissioner Tucker stated he thought the 20% should be used as a sales tool during the slow season.

Bob Frank asked if there were provisions for survey inspections. Mr. Englin replied surveys are considered same as a roundtrip haulout. Mr. Frank asked if laydays were figured in the rate. Mr. Englin replied laydays are not included in the rate at this time.

Bill Putney suggested passing out discount coupons to marine trades businesses as a sales tool.

Commissioner Tucker moved to adopt the Yard Rates as presented.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

VI. FIRST READING (Discussion Only):

VII. REGULAR BUSINESS:

A. BIG Authorizing Resolution No. 664-17 (18:10):

Ms. Gibboney reported the Port has already been awarded a Boating Infrastructure Grant (BIG) in the amount of \$1.1M for Point Hudson Jetty work. She further discussed details of Point Hudson Jetty funding. Resolution No. 664-17 authorizes staff to apply for up to \$1,455,000 (the maximum amount permitted under the Federal program) for the north jetty. Ms. Gibboney stated staff is seeking authorization to submit the application, which is due May 2, 2017.

Commissioner Hanke moved to adopt the BIG Authorizing Resolution No. 664-17, as presented.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

Ms. Gibboney added that work on the south jetty would begin in 2018 and run into 2019 and work on the north jetty would start in 2021.

B. WSDOT Airport Aid Grant Authorizing Resolution No. 665-17 (23:53):

Ms. Gibboney explained Resolution No. 665-17 authorizes application submittal for airport runway funding. She stated plans are to schedule an Open House with the pilot community and the Commission prior to start of project. Ms. Gibboney informed funding for the first phase – design and permitting – would come from an FAA grant, already included in the FAA's budget. Consultant Reid Middleton would perform phase one work.

Ms. Gibboney touched on deviating from a crown runway to a less expensive shed runway.

Commissioner Tucker moved to adopt the WSDOT Airport Aid Grant Authorizing Resolution No. 665-17, as presented.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

VIII. STAFF COMMENTS (28:10):

Ms. Gibboney informed she met recently with the Hood Canal Salmon Enhancement Group and explained their mission to restore summer chum habitat with restoration of the Big Quil River. After hearing questions and comments, she suggested that anyone seeking further information should contact the Hood Canal group.

Ms. Gibboney reported she attended the first in a series of meetings with the City and the Northwest Maritime Center on Point Hudson planning.

She reported meeting with EDC Director Brian Kuh to discuss their (EDC Team Jefferson) contract and scope of work, which would be presented to the commission within the month.

Mr. Englin discussed Quilcene staffing and updates, including hours of operations - 10 am – 6 pm with hours adjusted during fish openings, sanicans by the yacht club, pothole maintenance, internet service in the office, marina software program installation, new showers in the women's restroom - men's restroom next, fuel tanks. He reported some staff would receive Level 4 fuel training and others will be trained in First Aid/CPR

tomorrow. He added staff would attempt striping for parking at the Quilcene marina - weather dependent.

Mr. Englin briefed on interviews for temporary moorage clerks and hoist operators, which he hopes to finalize very soon.

He stated he continues working with the consultant on a stormwater operations plan. He discussed the Facilities Maintenance plan - a work in progress. Port Hadlock, Mats Mats, and next up Point Hudson.

Mr. Englin reported the 75-ton Travelift was ordered. He announced the 70-ton and 300-ton lifts both recently passed third party inspections.

Ms. Matej stated she is on week three of her job and has been getting to know the Port, the community, external and internal operations. She is looking at changes to the website, social media possibilities, and overall plans for consistency.

Attorney Goodstein reported he anticipates Marc Landry's appeal brief.

IX. PUBLIC COMMENTS (46:18):

Bill Putney asked for consideration of paving the parking lot at the airport during runway repaving.

Clayton White, Ray Canterbury and Clayton White commented on Quilcene issues.

Keith Beck announced the End of School party for Quilcene, (June 16, 2017). He also provided the dates for shrimp openings: May 6, 10, 17 and 20, and in between are commercial tribal openings.

X. COMMISSIONER COMMENTS (52:11):

Commissioner Clinefelter expressed interest in Bertram Levy's idea of a ballot measure for the Point Hudson breakwater project. Ms. Gibboney said she has met with Mr. Levy a few times and staff's recommendation is not to move forward with a bond at this time, so not to confuse it with IDD planning. Staff and the Commission agreed that the ballot measure is a good idea and could be "a tool in the toolbox".

Commissioner Tucker reported on a recent Transit meeting he attended. Among items discussed at the meeting were a generator Transit is acquiring for emergency vehicle fueling and restrooms at the Park & Ride.

He discussed the recent MRC meeting and the success they have had with DNR tagging buoy-moored vessels, which helps to reduce the number of vessels that break free from anchor and wash up on beaches.

Commissioner Hanke reported on a recent meeting he and Ms. Gibboney had with the Sheriff. He said they are working closely with the Port on terms of derelict vessels.

He stated the Linger Longer Committee meeting he attended was a positive experience.

XI. NEXT PUBLIC WORKSHOP/REGULAR MEETING:

Wednesday, May 10, 2017. Workshop at 9:30 am, Meeting at 1:00 pm in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 6:34 pm (start time after audience cleared: 6:37 pm) to discuss a potential litigation, pursuant to RCW 42.30.110 (i), duration of fifteen minutes with no action.

XIII. ADJOURNMENT:

The meeting reconvened and adjourned at 6:52 pm there being no further business to come before the Commission.

ATTEST:

Peter W. Hanke, President

Stephen R. Tucker, Secretary

Brad A. Clinefelter, Vice President