

## **PORT COMMISSION MEETING – September 28, 2005**

The Port of Port Townsend Commission met in regular session at the Tri-Area Community Center in Chimacum, WA.

Present: Commissioners – Beck, Pirner and Sokol  
Executive Director – Crockett  
Deputy Director – Pivarnik  
Auditor – Taylor  
Attorney – Harris  
Absent: Operations Manager – Radon

### I. CALL TO ORDER

The meeting was called to order at 7:01 PM.

### II. APPROVAL OF AGENDA

**Upon motion of Commissioner Sokol, the Agenda was unanimously approved with the following additions:**

- V. Old Business
  - G. Contract Extension for Richard Berg Architectural Services
  - H. T-Hangar Leases

Executive Director Crockett indicated a need for executive session for a legal matter following regular meeting agenda.

### III. CONSENT AGENDA

- A. Approval of Minutes – 9/14/05
- B. Approval of Warrants
  - #33047 through #33072 in the amount of \$30,665.96
  - #33073 through #33077 in the amount of \$38,340.65
  - #33078 through #33136 in the amount of \$87,649.05
- C. Renewal of Skookum Janitorial Services Contract
- D. Resolution No. 449-05 – Surplus of Property

**Upon motion of Commissioner Pirner, the Consent Agenda was unanimously approved.**

### IV. PUBLIC COMMENTS (Not related to agenda)

None

### V. OLD BUSINESS

#### A. Point Hudson Marina Design

Mr. Pivarnik updated the Commission on the last meeting of the Point Hudson Advisory Committee which he conducted the previous Thursday. There was a good showing, with design materials and lighting materials samples. The gangway to the kayak float will be priced for a change to 8-foot width. Cleats were decided on, and the refurbishing of the linear dock was discussed. All engineered plans are in the office of the Port, and all permits are being submitted. Late December or early January everything should be ready to proceed. Polyethylene floats will enable the Port to control the height of flotation on the docks. Life expectancy of dock materials is 15 to 20 years. Much of the project will be just-in-time delivery so no staging area will be necessary for the majority of it. Pilings will come in by barge. Discussion followed Mr. Pivarnik's update. Commissioner Sokol suggested the Port look into the Youth Conservation Corps for prep work. Mr. Crockett indicated the Landfall and the Northwest Maritime Center might be under construction at the same time as this project.

#### B. Airport Storm Water Project

Mr. Crockett reported the surveyors were there last week and a wetlands specialist was attempting to take samples. The specialist stated it was too dry to get wetland

samples. Mr. Pivarnik described discrepancies over the location of the new stormwater retention pond and the wetlands, and says the latest design would take it out of the jurisdiction of the Corps of Engineers. Mr. Crockett says the storm water drainage would be moved another 10 feet south. Mr. Pivarnik says an individual permit to cross the wetlands to the new hangar area could take 6 months to obtain. Discussion followed.

C. Proposed LTGO Bond Issue

Mr. Taylor described the options available to the Port for bond issue to cover costs of projects. The Airport, Point Hudson Marina, and the Hospital Building Renovation projects were reviewed in approximate dollar figures. Bond proceeds cannot be put into a project deemed for private activity. The Hospital Building could house some private business tenants, so funds for this would come from reserve account if the Commission so chooses. \$5 million in bond money is available (rough estimate) to apply toward the other projects. However, the Port is already carrying debts that affect total GO debt capacity available. Discussion followed. More details are available from the Port office. A special workshop on Project Financing will address these issues on Monday, October 10 at 5PM in the Point Hudson Marina Room.

D. 2006 Operating Budget Update

Mr. Taylor said everyone in attendance at tonight's meeting was at the budget workshop on September 14<sup>th</sup> and there is nothing new from that information. The next workshop is in two weeks. Rates for 2006 were discussed using a table provided. Commissioner Sokol commented on the profit on fuel sales at the Airport. Some discussion followed. Mr. Taylor invited input on budget items.

E. Restaurant Size at Point Hudson

Mr. Crockett described the Sept. 19 City Council debate on restaurant size at Point Hudson. The 3,500 square feet was supported, and City Council voted 6 to 1 to pass the proposal. The Port needs to eventually submit a demolition permit to the City for the old Landfall building.

F. Lumberyard Debris

Mr. Crockett reviewed the problem of "camels" (old wood floats from Point Hudson) and debris in the lumberyard area, and the difficulty in disposing of the creosote-coated material. It would have to be shipped to Oregon as no facility in Washington can handle it. Mr. Crockett recommended waiting until the debris from the Point Hudson Marina project is ready to be disposed and do it all together. Liability issues tied to private parties taking creosote materials were discussed. Mr. Pivarnik indicated all options for a reasonable bid had been pursued, but future quotes would be acquired and brought to the Commission.

G. Contract Extension for Richard Berg – Architectural Services

Mr. Pivarnik indicated the original \$10,000 contract cap is quickly approaching, and we need someone to continue on the project through the permitting phase and into construction management. This would be an additional \$11,000. Mr. Crockett indicated the ease of the permitting process when accomplished by Mr. Berg.

**Commission President Beck made a motion to continue the contract as specified, and the motion passed unanimously.**

H. T-Hangar Leases

Mr. Pivarnik offered the T-Hangar tenants a 10-year lease agreement if they relocated according to terms. He reviewed these terms with the Commission, with comments from Port counsel. Mr. Pivarnik indicated four of the five tenants were agreeable with the terms. The Port is taking care of some drainage and other issues for the new sites. Discussion followed.

**Commissioner Sokol made a motion to authorize the Port to enter into 10-year lease agreements with T-Hangar tenants as specified when full deposit is made and relocation is complete. The motion passed unanimously.**

VI. NEW BUSINESS

A. Dump Truck

Mr. Crockett reported the existing dump truck is beyond repair, and a new one is needed. Five-yard trucks are scarce. One that has been found is not under warranty but is in excellent shape. He recommended an increase in money allotted for the purchase of this truck or similar one.

**Commissioner Sokol made a motion to spend up to \$35,000 + WSST on the purchase price of a dump truck as specified, and the motion was passed unanimously.**

VII. STAFF COMMENTS

Mr. Harris indicated City Council hearing on SMP (Oct. 20) should have Mary on the agenda and she would like to take a pro-active role for the Commission.

Mr. Pivarnik said he would be attending a WAMA conference next week. He also indicated Freyja Boatworks has purchased a building and is signing a lease.

Mr. Crockett said his Point Hudson staff have indicated the best year ever in winter-overs' reservations at Point Hudson. He will be attending a conference next week in SeaTac on WPPA economic development issues. The Tri-Area Chamber of Commerce has invited Mr. Crockett to speak at their meeting on October 26 at Nemo's (12 noon). On Friday (Sept. 30) Mr. Crockett will sit on the interview panel for a new city permit and land use (development) director. Mr. Crockett commented on his involvement in this morning's workshop on worst-case-scenario disaster preparedness, and Daphne Kilburn also commented as a member of the Incident Management Team.

Discussion followed.

VIII. PUBLIC COMMENTS

Clare Candler discussed creosote removal, trucking permits and releases that would relieve an entity of liability. Gloria Bram inquired about sealing creosote content with other applications.

Discussion followed.

IX. COMMISSIONER COMMENTS

**Commissioner Sokol** remarked on constituents wanting to sit down and talk about things, and how nice it will be to have an office soon in which to do that, along with a place for the public to review documents or tenants to review a lease, etc. He also indicated the need to nail down dates for meetings through the holidays.

**Commissioner Beck** said he has been busy on a grant board; the Quincy Street Dock project is number two on the list to be submitted to the State. He also commented on a possible pictorial archive of past commissions in the Port's new administrative offices.

X. NEXT MEETING:    **Special Commission Workshop Monday, October 10, 2005 at 5:00PM at Point Hudson Marina Room**  
**Regular Commission Meeting Wednesday October 12, 2005 at 1:00 PM at Point Hudson Marina Room with workshop preceding at 9:30AM.**

XI. EXECUTIVE SESSION

The Commission took recess to conduct Executive Session at 8:42 PM to discuss issues with no expected action.

XII. ADJOURNMENT

The regular meeting was adjourned at 9:00 PM.

Recorder: D. Kilburn

ATTEST:

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President

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Secretary

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Vice President