

PORT COMMISSION MEETING & 2012 BUDGET PUBLIC HEARING– October 26, 2011

The Port of Port Townsend Commission met in regular session in the Commission Chambers, 375 Hudson St, Port Townsend, WA

Present: Commissioners –Thompson, Erickson, Collins
Executive Director – Crockett
Deputy Director – Pivarnik
Auditor - Taylor
Attorney Carlson - Goodstein Law Group
Minutes - Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Thompson called the meeting to order at 6:30 PM.

II. APPROVAL OF AGENDA:

The agenda was amended to reflect the addition of New Business, **Item C-** Annual Review Process of the Executive Director.

No Executive Session necessary.

Commissioner Thompson moved to approve the Agenda as amended.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA (1:25):

A. Approval of Meeting Minutes – October 12, 2011

Approval of Workshop Minutes – October 12, 2011

Commissioner Collins moved to approve the Consent Agenda as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

The following people commented on the Port's pending legal action in regards to the Kah Tai (audio recording available on the Port's website, www.portofpt.com):

Michael Bosold, Rosemary Sykes, Rick Jahnke, Jo Yount, Judith Walls, Julie Jaman, Ron Sykes, George Yount, Lang Russell, Rikki Ducornet, and Alea Waters.

V. PUBLIC HEARING ON 2012 OPERATING/CAPITAL BUDGET, 2012 RATES AND 2012 PROPERTY TAX LEVY (27:27):

Mr. Crockett explained that the Draft of the 2012 Operating/Capital Budget has been on the Port's website for about a month. Copies have been available in the Port's Administration Office as well. Today is the first Hearing and the second Hearing will be conducted on November 9, 2011 at 1:00 PM during the regular Commission meeting.

Commissioner Thompson opened the Public Hearing at 6:58 PM.

Public Comments on the Draft Budget were heard from (audio recording available on the Port's website, www.portofpt.com):

Phil Andrus, Dave Griswold and Alea Waters.

After further discussion on the Draft Budget, the Public Hearing closed at 7:25 PM.

VI. OLD BUSINESS:

A. Passenger Ferry (POF) Update (55:21):

Mr. Crockett informed that two proposals were received in response to the RFQ for a Passenger Ferry Operator. Yesterday, interviews were conducted with each applicant, with the interview team consisting of Commissioner Erickson, Mr. Crockett, Mr. Pivarnik and Mr. Toews. Both were very good submittals. Commissioner Erickson suggested using the Strategic Plan matrix to come up with a matrix for the POF interviews. Upon further discussion on the interviews, both parties may be called back for further questions, and there could be a possible recommendation at the November 9, 2011 Commission meeting.

Commissioner Erickson recommends discussing the results with the other Commissioners, and it was agreed that the POF Operator submittals will be the subject of the November 8, 2011 Public Workshop.

VII. NEW BUSINESS:

A. Easement for Puget Sound Electric (1:03:59):

Mr. Pivarnik explained that Coast Seafoods is adding spat tanks to their Quilcene operations, which demand more power, requiring new transformers. Puget Sound Energy is requesting an easement from the Port, which would allow them to install the transformers. Attorney Carlson requested a few minor changes to the easement contract.

Mr. Crockett recommends the Commission approve and authorize the Executive Director to sign the Easement with Puget Sound Energy.

Commissioner Collins moved for approval of the Easement with Puget Sound Energy, incorporating the changes to the contract noted by Attorney Carlson, and to authorize the Executive Director to sign the Easement.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

B. Approval of Warrants (1:08:49):

Commissioner Thompson read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$10,779.16 for Washington State

Combined Excise Tax Return – September 2011

Warrant #047610 through #047636 in the amount of \$37,259.32 for Payroll

Warrant #047637 through #047642 in the amount of \$15,458.86 for Payroll Benefits and
Accounts Payable

Warrant #047643 through #047692 in the amount of \$116,367.76 for Accounts Payable

Commissioner Thompson moved to approve the warrants as presented.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

C. Annual Review Process of Executive Director (1:09:56):

Commissioner Collins reminded that it is near time for the annual review of the Executive Director. He reviewed the schedule process. A decision was made to hold an Executive Session at the second meeting in November for the review. This brought up the subject of the second meeting in November, which falls on the day before Thanksgiving. A decision was made to reschedule the second meeting to Tuesday, November 29, 2011 at 1:00 PM.

VIII. STAFF COMMENTS (1:14:44):

Mr. Pivarnik stated he received an email from Orion Marine Contractors' engineer on the Travelift Pier, showing a change to the pile configuration for additional stability.

Mr. Crockett reminded of the November 2, 2011 Customer Service Training class for all Port staff and the Commission.

He provided an update on the Jefferson County Democratic Party's forum held last night, where he spoke, along with Jefferson Co. Administrator Morley, and City Manager Timmons, on Economic Development.

Mr. Crockett reminded of the Peninsula Development District (PDD) meeting tomorrow at 1:00 PM in the meeting room at the John Wayne Marina in Sequim. Prior to that meeting, Mr. Crockett will attend the PRTPO meeting on transportation in Port Hadlock.

IX. PUBLIC COMMENTS:

None

X. COMMISSIONER COMMENTS (1:19:26):

Commissioner Erickson announced he had attended the Jefferson Co. Democratic forum and thought it was extremely productive. He believes the key to success is communication between public officials and the public.

Commissioner Collins suggested maybe the results of the Economic Development Strategy should be shared at the next public gathering held on this subject.

He added that at the Democrat's forum, he heard opinions from the crowd that there seems to be more collaboration from the three local governments.

Lastly, he informed that he will be attending the meeting of the Jefferson Higher Education group tomorrow, expressing his hopes that one of the Port Commissioners will take his place representing the Port, when his Commission term ends the end of 2011.

XI. NEXT MEETING: Next regular meeting will be held Wednesday, November 9, 2011 at 1:00 PM, The Public Workshop will be held on **Tuesday, November 8, 2011 at 9:30 AM in the Port Commission Chambers, 375 Hudson St, Port Townsend.**

XII. EXECUTIVE SESSION:

None called

XIII. ADJOURNMENT: The regular meeting adjourned at 7:53 PM there being no further business to come before the Commission.

ATTEST:

John N. Collins, Secretary

David H. Thompson, President

Leif W. Erickson, Vice President