

PORT COMMISSION MEETING – September 14, 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
Attorney Lake - Goodstein Law Group
Minutes – Nelson

Excused: Auditor - Taylor

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

The agenda was amended to reflect the addition of Old Business, **Item B** - Travelift Project Bid Update and to New Business, **Item C** - Boat Haven Fuel Dock.

Executive Director Crockett called for an Executive Session on possible litigation, pursuant to RCW 42.30.110(i).

Commissioner Collins moved to approve the Agenda as amended.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

A. Approval of Minutes – August 24, 2011

Operations Reports – August 2011

Commissioner Collins moved to approve the Consent Agenda as presented.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. OLD BUSINESS:

A. Passenger Only Ferry (POF) (1:48):

Mr. Crockett briefed the Commission on the recent staff meeting with WSDOT, the agency who will be the “pass-through” between the US Department of Transportation and the Port. He added that he and Commissioner Thompson attended the Ferries Conference in Seattle on September 6, 2011.

Tim Caldwell of Puget Sound Energy and Main Street Transportation Committee spoke of the importance of teaming up with community organizations, such as Team Jefferson, Main Street, the Chamber, as well as the City’s Public Development Authority, Fort Worden, the colleges, etc. He talked of hotel and tourist commissions or taxes that could be implemented for ferry operations.

Charlie Bermant of the Peninsula Daily News, questioned if the Port would receive grant money reimbursement after the boat is built. Mr. Pivarnik replied there would be a schedule of disbursement to follow.

B. Travelift Project Bid Update (46:20):

Mr. Crockett informed the Commission that eight bids were received for the September 12, 2011, 1:00 PM bid opening. The low bid on the rebuild came from Orion Marine Contractors, Inc. out of Tacoma at \$792,900. The low bid on the demolition end of the project was Quigg Bros. out of Aberdeen.

VI. NEW BUSINESS:

A. Coast Seafoods Transfer of Lease (50:58):

Mr. Pivarnik received a letter from John Petrie of Coast Seafoods, advising they are in the process of selling the business to Pacific Shellfish. Per the lease requirements, Commission approval is required for the lease transfer.

Commissioner Collins moved to approve the lease transfer from Coast Seafoods to Pacific Shellfish.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

C. Boat Haven Fuel Dock (52:37):

Mr. Pivarnik told the Commission that Eric Elliott, who leases the fuel dock operation, has asked permission to close up at 4:00 instead of 5:00 during the fall/winter and to close entirely on Sundays during this period. Commission agreed to give permission for Mr. Elliott to close early at 4:00, but to keep open for part of the day on Sundays, with staff’s discretion on those hours.

B. Approval of Warrants (55:39):

Commissioner Thompson read the warrants, as presented:

Warrant #047295 through #047326 in the amount of \$45,623.96 for Payroll

Warrant #047327 through #047339 in the amount of \$83,738.42 for Payroll Benefits and Accounts Payable

Warrant #047340 through #047418 in the amount of \$136,325.49 for Accounts Payable

Warrant #047286 as a VOID

Commissioner Thompson moved to approve the warrants as presented.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (57:52):

Mr. Toews briefed the Commission on the Economic Development Plan.

Mr. Pivarnik explained that he expects approval soon from GSA and Customs to allow the Port to go out for a construction bid on the office remodel, with an approximate start for work to begin early December.

Mr. Pivarnik informed the Commission that he received a letter from Jefferson Associated Counsel that they will be relocating and terminating their building lease with the Port. Staff and Commission should begin thinking about a possible relocation site for this building in order to free up space for the boat ramp project.

Mr. Crockett informed the Commission that he would be attending the WPPA Executive Committee meeting in Friday Harbor on September 8, 2011. This Thursday and Friday, he, Commissioner Erickson and Commissioner Collins will attend the WPPA Trade & Economic Seminar in Wenatchee.

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (1:06:40):

Commissioner Collins explained the Higher Education Initiative planning for Building 202 at Fort Worden is moving forward since receiving the grant award. He added there is a fundraiser at the Bishop Hotel tomorrow night for the college's Clemente program.

Commissioner Erickson was pleased to see Tim Caldwell speak on community participation for the passenger ferry.

A public comment from George Yount: He asked when the Kah Tai would be on the Commission meeting agenda for discussion. It was answered currently it is being discussed in Executive sessions.

X. NEXT MEETING: Next regular meeting will be held Wednesday, September 28, 2011 at 6:30 PM, with a Public workshop preceding at 3:30 PM in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION:

The regular meeting recessed into Executive Session at 2:11 PM to discuss a litigation matter, with a duration of twenty minutes, and as noted by Attorney Lake, with possible action. At 2:30, Ms. Nelson checked outside for any members of the public waiting for the reconvening of the regular meeting. There was no one waiting.

XII. READJOURNMENT:

The regular meeting reconvened at 2:31 PM.

Commissioner Collins moved to delegate authority to the Executive Director to take all steps necessary to preserve the Port's position in response to the RCO/State's letter of recommendation to the National Parks, dated September 7, 2011, including but not limited to litigation.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

XIII. ADJOURNMENT: The regular meeting adjourned at 2:33 PM there being no further business to come before the Commission.

David H. Thompson, President

John N. Collins, Secretary

Leif W. Erickson, Vice President