

## PORT COMMISSION MEETING— April 25, 2012

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

Present: Commissioners – Erickson, Tucker, Thompson  
Executive Director – Crockett  
Deputy Director – Pivarnik  
Auditor – Taylor (not present at Executive Session)  
Planning Analyst - Toews  
Attorney Harris - Goodstein Law Group  
Minutes - Nelson

### I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

### II. APPROVAL OF AGENDA:

The agenda was amended by adding to New Business: Item C—Hoch Construction Contract and adding to the Executive Session agenda: Item C- Real Estate (two items), pursuant to RCW 42.30.110 (b) (c).

**Commissioner Thompson moved to approve the Agenda as amended.**

**Commissioner Tucker seconded the motion.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA (1:24):

A. Approval of Meeting Minutes – April 11, 2012

Approval of Workshop Minutes – January 11, 2012

Commissioner Tucker made a correction to the April, 2012 meeting minutes after clarifying with Commissioner Thompson, his statement under Old Business (Item D-C/D and Commercial Docks Repair): “... using ~~remaining~~ monies from the ~~A/B-Deek~~ project for...” and correcting to read: “...using monies from the reserve fund for...”

**Commissioner Tucker moved to approve the Consent Agenda as presented with correction to the minutes as listed above.**

**Commissioner Erickson seconded the motion.**

**Motion carried by unanimous vote.**

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

None

### V. OLD BUSINESS:

A. US Customs Update (4:05):

Mr. Crockett informed the Commission that a Letter to Proceed on the Customs Office remodel was received today from GSA. Construction should begin sometime next week.

### VI. NEW BUSINESS:

A. FAA Annual Conference Update (5:24):

Mr. Crockett discussed the FAA Northwest Mountain Region Annual Conference held last week in Seattle. He learned of a 4-year FAA budget approved by Congress. Money for AIP was approved for \$3.35 billion. He added the Jefferson County International Airport Master Plan should be complete within the next several months, followed by a CIP (Capital Improvement Plan). Later, staff will meet with Mary Vargas of the FAA to try to get an idea of how much AIP money might be available for projects in the CIP. He added the biggest projects at the airport will be the runway resurfacing and the GPS. Mr. Crockett also discussed various changes to upcoming FAA rules.

B. Approval of Warrants (12:19):

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$3,753.49 for Washington State Combined Excise Tax Return for March 2012

Warrant #048676 through #048702 in the amount of \$36,688.86 for Payroll

Warrant #048703 through #048706 in the amount of \$15,485.22 for Payroll Benefits

Warrant #048707 through #048758 in the amount of \$161,427.39 for Accounts Payable

**Commissioner Tucker moved to approve the warrants as presented.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

C. Hoch Construction Contract (13:36):

Mr. Pivarnik reminded that Hoch Construction was the low bidder for the US Customs remodel project, their total bid with tax was \$131,714.51. GSA will make a first payment of \$105,000 towards the construction remodel cost and the remainder to be amortized and paid

with each monthly lease payment for the next five years. Mr. Taylor has prepared the contract for Hoch and is preparing a contract with Hanson Networks for security work for the Customs remodel.

**Commissioner Thompson moved to approve the contract with Hoch Construction in the amount of \$131,714.51.**

**Commissioner Erickson seconded the motion.  
Motion carried by unanimous vote.**

VII. STAFF COMMENTS:

None

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (19:14):

Commissioner Tucker discussed a 6-hour long JPREP meeting he attended where different emergency situations were presented and discussed.

He added that he attended the recent Fort Worden Advisory Committee (FWAC) meeting and provided an update on the PDA, who is now looking into leasing areas of the park. At a May 7 workshop, the PDA will present a new business plan proposal.

Lastly, Commissioner Tucker suggested that maybe the Commissioners could move their office to the newly vacated office space upstairs in the Administration Building.

Commissioner Erickson announced he is looking forward to the Executive Session, duration of approximately one hour, with possible action.

X. NEXT MEETING: Next regular meeting will be held Wednesday, May 9, 2012 at 1:00 PM, in the **Conference Room**, Port Administration Building, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION: The regular session recessed into Executive Session at 6:57 PM for a A) Litigation/Possible Litigation, pursuant to RCW 42.30.110(i), B) Personnel, pursuant to RCW 42.30.110(g) and C) Two separate Real Estate Issues, pursuant to RCW 42.30.110(b)(c), duration approximately one hour, with a possible decision.

At 7:57 PM and 8:20 PM, Ms. Nelson checked to see if anyone was waiting for the reconvening of the Regular Meeting. Finding no one at either time, the Executive Session continued.

XII: RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The regular meeting reconvened, with no action taken, and adjourned at 8:31 PM there being no further business to come before the Commission.

ATTEST:

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Leif W. Erickson, President

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David H. Thompson, Secretary

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Stephen R. Tucker, Vice President