

## PORT COMMISSION MEETING– January 23, 2013

The Port of Port Townsend Commission met in regular session in the Conference Room, Port Administration Building, 375 Hudson Street, Port Townsend, WA

Present: Commissioners – Erickson, Tucker, Thompson  
Executive Director – Crockett  
Deputy Director - Pivarnik  
Auditor - Khile  
Attorney - Lake  
Minutes – Nelson

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

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

### II. APPROVAL OF AGENDA:

**Commissioner Erickson moved to approve the Agenda as presented.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA:

A. Approval of Meeting Minutes – January 9, 2013

Approval of Public Workshop Minutes – January 9, 2013

B. Resolution No. 591-13 – Authorizing the Sale of Abandoned Vessels

Commissioner Erickson questioned details on the moorage and yard agreements and what responsibilities the boater is agreeing to. Related discussion included Rules & Regulations updating, environmental issues, and, derelict boats.

**Commissioner Thompson moved to approve the Consent Agenda as presented.**

**Commissioner Tucker seconded the motion.**

**Motion carried by unanimous vote.**

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

None

### V. OLD BUSINESS:

A. Union Contract (6:33):

Mr. Crockett reminded the Commission of previous briefings on recent meetings between management and the Teamsters. Since the last discussion with the Commission, staff voted to accept the 2013-2014 contract. Mr. Crockett recommended the Commission officially approve the contract with their signatures.

**Commissioner Thompson moved to approve the 2013-2014 Teamsters Union contract as presented.**

**Commissioner Erickson seconded the motion.**

**Motion carried by unanimous vote.**

### VI. NEW BUSINESS:

A. Cell Tower Lease Buy-out (9:15):

Mr. Pivarnik explained he recently was contacted by a T-Mobile rep who offered a deal on the land they lease from the Port for their cell tower, located at the end of the spit in the Boat Haven. They proposed a “lease buyout”, otherwise known as a “lease prepayment”. T-Mobile offered to pay \$225K for the land, keeping with the same lease terms and conditions. Otherwise, in sticking with their lease agreement, which has another eighteen years, the Port would receive \$410,500 in revenue. Is the Commission interested in the buy-out?

Commissioner Thompson recommended passing on the deal, with the other Commissioners in agreement.

B. Appointment of New PSAC Members (12:01):

Mr. Pivarnik reminded the Commission of the discussions held at the January 9, 2013 Public Workshop on the Port Strategic Advisory Committee new committee assignments, due to unavailability of some members and expired terms of others. Staff recommends the following changes to the committee:

Bill Curtsinger, representing Port retail businesses, to replace David Carruthers.

Joanne Bussa, representing District 3, to replace Joe Baisch.

Ron Hayes, representing Boat Ramp Users, to replace Keith Marzan.

Tony Petrillo to serve another four-year term.

**Commissioner Erickson moved to approve PSAC Committee members as presented.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

C. AWOS Contract (16:08):

Mr. Crockett informed that due to Federal budget issues the Federal Aviation Administration (FAA) budget will see drastic cuts. The FAA has already made the decision not to hold their annual Mountain Region conference for 2013. He sees impacts to other FAA funded programs as well.

Mr. Pivarnik added that the Port's Master Plan includes a location for an AWOS (All Weather Observation System), with an estimated construction cost of \$225K. The FAA sees our airport as a small one, with no scheduled commercial service, which may make it tougher for the FAA to approve of an AWOS at JCIA. In the past, the FAA would fund the feasibility study at 90%. This year, the Port would receive the FAA 90% funding only if the feasibility study were approved per FAA guidelines. If the study does not meet the guidelines, then the Port would be responsible for the entire cost of the study. The Commission heard comments and opinions from audience member and JCIA based pilot, Bill Putney, who is for an AWOS at the airport.

Discussion ensued on what the FAA criteria is in the Feasibility Study; JCIA being a Port of Entry for pilots coming in from Canada; the safety an AWOS provides to pilots coming in from far distances with weather planning; and, the service an AWOS would provide to Life Flights and helicopters for medical evacuations. Commissioner Erickson added installing an AWOS would fall under the economic development category.

All Commissioners agreed for staff to move forward on obtaining a feasibility study for an AWOS at Jefferson County International Airport.

D. Approval of Warrants (30:01):

Commissioner Erickson requested that the Commissioners receive the last warrant batch sooner than one day prior to the Commission meeting, to give them more time for review.

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$3,579.02 for Washington State  
Combined Excise Tax for December 2012

Warrant #050366 through #050392 in the amount of \$41,773.34 for Payroll

Warrant #050393 through #050396 in the amount of \$19,123.59 for Payroll Benefits

Warrant #050397 through #050451 in the amount of \$185,462.57 for Accounts Payable

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

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

VII. STAFF COMMENTS (35:36):

Attorney Lake provided an update on the suit filed by CAICOS; and informed an extension was filed on the Kah Tai property as closing is not totally finished.

She added that Goodstein Law Group has hired a new attorney with over 30 years of experience – Richard Sanders, a former WA Supreme Court Judge.

Mr. Pivarnik informed the WSU lease is prepared and in the County's hands for final approval.

Mr. Pivarnik explained that pursuant to a request from a hangar tenant at JCIA, he and Terry Khile re-measured the Port-owned hangars. This tenant has concerns as to equity of lease terms.

Mr. Pivarnik informed that this afternoon he received a verbal agreement from Fish & Wildlife to lease the Administration Building, effective September 1, 2013. He expects to have the signed lease around February 5, 2013, which would be submitted to the Commission for signatures at the February 13, 2013 Commission meeting.

Finally, Mr. Pivarnik stated he has applied for demo permits for the Marine Exchange Building. He passed out conceptual drawings for a new administration building.

Mr. Crockett explained he would be attending three meetings tomorrow: the PRTPO in Blyn and the PDD and RC&D meetings in Sequim.

Mr. Pivarnik informed Commissioner Erickson that he contacted Susan Bauer of the PDD in regards to the possibility of a Federal grant for paved pathways in the Yard.

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (49:01):

Commissioner Tucker spoke of a Jefferson County Energy Lunch meeting that he and Mr. Crockett attended, where reps from the agricultural industry spoke. Commissioner Tucker would like the Commission and staff to begin thinking of infrastructure at the airport Industrial Park for possible future facilities such as a commercial kitchen, a cannery, cold storage, etc. to work towards economic development for the ag industry.

Commissioner Erickson advised he would be attending the PDD meeting in Sequim as well tomorrow.

X. NEXT MEETING/WORKSHOP: Next regular meeting will be held Wednesday, February 13, 2013 at 1:00 PM, with a Public Workshop preceding at 9:30 AM, in the Port Administration Building Conference Room, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 7:21 PM to discuss the Executive Director's Annual Review, Pursuant to RCW 42.30.110(g), Commission only, duration of 30 minutes with no action.

XII. RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The regular meeting reconvened and adjourned at 7:51 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