

PORT COMMISSION MEETING– October 9, 2013

The Port of Port Townsend Commission met in regular session at the Commission Building, 333 Benedict Street, Port Townsend, WA.

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

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Mr. Crockett announced that the Port attorney (who had not yet arrived) might add an Executive Session to the agenda.

Commissioner Tucker 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 – September 25, 2013

B. Operations Reports – September 2013

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. Port Strategic Advisory Committee – Commissioner’s Response (1:20):

Mr. Crockett announced that a lengthy discussion on this subject occurred at this morning’s public workshop, where Mr. Toews presented a draft of the Commissioner’s response to the PSAC report, requesting Commission input. In summary, Commissioner Erickson explained each Commissioner is to turn in their revisions to Mr. Toews; and Mr. Crockett added, by the end of the day Monday, October 14, 2013.

B. 2014 Budget (3:07):

Mr. Crockett presented to the Commission his “White Paper” of recommendations for the 2014 Budget to the Commission. He explained the Commission would need to provide direction within the next few weeks. He added there would be one more Commission meeting discussing the 2014 budget, and then a Public Workshop would be held in November. The Commissioners asked the finance director to offer a few budget examples showing different alternatives, such as with a tax increase, CPI increases, etc.

(Attorney Lake arrived at 1:06 and called for an Executive Session on litigation for fifteen minutes, with no action, pursuant to RCW 42.30.110 (i).)

VI. NEW BUSINESS:

A. Recent Boat Yard Fire (8:04):

Mr. Crockett discussed the fire in the boat yard that occurred two weeks ago. He said since staff is in the process of revising the Rules & Regulations (R&Rs), this provides an opportunity to make changes to that and the yard agreement. He added staff would like to form a small committee, including an insurance rep (Jim Maupin), a marine trade rep (Dave Griswold), and a boat owner who is a frequent haul-out customer of the Port. This committee will provide ideas and suggestions on improving boat yard safety, which in turn protects the tax- payer and the Port customers. He would like to gather this committee soon and present results to the Commission.

Mr. Crockett added that the current yard agreement requires proof of liability insurance however, with current staffing levels it has been difficult to enforce.

Commissioners discussed thoughts on improvements to the R&Rs, including staff’s ability to board vessels for safety inspections; liability insurance vs. bonds; safe storage of flammables, etc.

Mr. Crockett informed the Commission that he asked the owner of the boat that caught fire for a formal plan if she wishes to continue to work on her boat. He added staff is awaiting the report from the fire marshal.

Commissioner Tucker expressed his views that the Port cannot allow a boat to be stored in a locked shelter with flammables stored inside.

Mr. Cairns added that many of these rules and regulations are already in place, but it is a matter of enforcement.

Commissioner Thompson added the importance of an open shelter with staff access to the vessel. Commissioner Erickson added the importance of proper storage of hazardous materials.

Attorney Lake stated any changes in the R&Rs must be consistent with the Boat Yard permit.

Commissioner Thompson advised this needs to be aggressively pursued.

B. Approval of Warrants (30:00):

Commissioner Tucker read the warrants, as presented:

Warrant #051810 through #051835 in the amount of \$116,694.84 for Payroll and Benefits

Warrant #051836 through #051902 in the amount of \$119,401.72 for Accounts Payable

Warrant #051903 through #051904 in the amount of \$114,624.30 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 (30:56):

Mr. Pivarnik stated that Washington Public Ports Association asked him to do a presentation at the Small Ports Conference on how a small port deals with the small works roster process.

Mr. Crockett announced he was invited to attend a tourism meeting tomorrow at the Port of Seattle.

He also informed that the local AAUW asked him to be a part of a panel, which also includes Peter Quinn and Dave Timmons, among others to discuss the Port's economic report card. This takes place in mid-November and if the Commissioners have any input to let him know.

Lastly, Mr. Crockett updated the Commission on the airport paving project, stating the seal coat would be applied tomorrow and the restriping on Friday, with a re-opening on Friday evening. The last closure will involve about a half day for the reflective bead application, which will take place a minimum of a month from now.

VIII. PUBLIC COMMENTS (37:50):

Viggo Anderson of Marrowstone Island commented on a friend's recent visit to the Boat Haven. The friend is a captain of a 125' schooner and did not find the Port accommodating to the needs of his large vessel and crew.

Pete Hanke of Port Townsend asked if weather delays could keep the airport closed. Mr. Pivarnik answered, yes.

Brad Clinefelter of Marrowstone Island commented on safety issues he observed throughout the yard in a recent walk about.

IX. COMMISSIONER COMMENTS (45:45):

Commissioner Tucker announced he attended a Puget Sound Anglers meeting last night and asked if the group would be interested in providing a fish cleaning station to the Port. He said they agreed to make that donation and in return, a plaque would be installed crediting them for the donation.

He also discussed the early closure of salmon fishing this season and the effects this had on the local economy. He would like the Port to endorse or participate in some kind of study to learn of these effects. Then he would like to present this information to Fish & Wildlife.

Commissioner Thompson stated he continues to work on the formation of a group of representatives from local entities that could sit down and meet with the Department of Ecology director. Once this group is formed, he would like the Executive Director to write a letter inviting her to meet.

Commissioner Erickson stated he believes the Port needs to consider hiring another person to assist in the environmental department. He talked about how fire hazards in the yard have been discussed since April and since then we had two fires in the yard. He believes a new position needs to be created where one individual would have the responsibility of performing a checklist of safety issues in the yard.

Commissioner Erickson moved to authorize the Executive Director to create a position in the environmental department that would include assisting with safety issues and compliance with environmental regulations.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

Next Commissioner Erickson added that for thirteen years he has struggled with Port policy of not allowing reservations for vessels in the Boat Haven. He has brought in many vessels over 100' to the Port. He believes reservations should be allowed on the linear dock for large boats.

Commissioner Thompson would like to see the Chamber create packets to be handed out to visitors promoting our local businesses.

X. NEXT MEETING: Next regular meeting will be held Wednesday, October 23, 2013 at 6:30 PM in the Port Commission Building, 333 Benedict Street, Port Townsend, WA.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session, at 2:02 PM to discuss litigation duration of fifteen minutes with no action, pursuant to RCW 42.30.110 (i).

XII. RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened and adjourned at 2:19 PM there being no further business to come before the Commission.

ATTEST:

David H. Thompson, Secretary

Leif W. Erickson, President

Stephen R. Tucker, Vice President