

PORT COMMISSION MEETING– February 27, 2013

The Port of Port Townsend Commission met in regular session in the Port Commission Building, 333 Benedict 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 – February 13, 2013

Approval of Public Workshop Minutes – February 13, 2013

Commissioner Tucker made a correction to the February 13, 2013 meeting minutes, under Commissioner Comments, Attorney Lake’s comment, to read, “this would have been day one of the trial if the Kah Tai property had gone to trial”.

Commissioner Erickson moved to approve the Agenda with the correction to the February 13, 2013 meeting minutes.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. OLD BUSINESS:

A. WA State Department of Fish & Wildlife Lease (2:31):

Mr. Crockett explained that a Letter of Intent had been signed by both he and Fish & Wildlife and the Port recently received the Fish & Wildlife Lease, which includes a five-year lease with a five-year option at \$7708/month.

Commissioner Tucker asked for clarifications on a few of the lease items.

Commissioner Erickson moved to approve the lease with the State of WA Department of Fish & Wildlife.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

B. New Administration Building Update (11:49):

Mr. Crockett informed that an ad had been placed requesting bids from contractors to construct a new administration building. Nine contracting companies showed up for the mandatory site walk-through held on February 20, 2013.

Mr. Pivarnik explained that Larry Aase brought to staff’s attention that plans place the new building directly on top of the City’s waterline. He met with architect Richard Berg and Ken Clow of Public Works. Plans were revised to move the building 10’ closer to the parking lot. This will change the parking configuration somewhat, but will also move the building further away from a high voltage transformer.

Ms. Khile added that in researching loans, one option she has found is a 3.85%, 10-year loan with a local bank.

Mr. Pivarnik added the demo permit is in hand and the construction permit should arrive soon.

C. Commercial Basin Project Update (21:17):

Mr. Pivarnik stated the mandatory pre-bid meeting takes place tomorrow. He added he has had at least six big contracting companies contact him on this job, so he expects a good turnout. March 21, 2013 is the bid opening date. He explained the permit is in hand and the estimate for this job is at \$500K.

VI. NEW BUSINESS:

A. Puget Sound No Discharge Zone (24:29):

Mr. Crockett explained this subject came up at the last WA Boating Alliance meeting he attended. WA State Department of Ecology is proposing a No Discharge Zone in our waters

for waste disposal. The boating community is rallying against this proposal. Mr. Crockett added the large cruise vessels follow the No Discharge rules but recreational boaters have been exempt. Further discussion ensued and a question was asked if this included gray water. Mr. Crockett will receive clarification on this at the meeting in Bellevue happening on March 4, 2013, sponsored by DOE and WA Boating Alliance.

B. Approval of Warrants (36:16):

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$3,029.52 for Washington State

Combined Excise Tax for February 2012

Warrant #050559 through #050585 in the amount of \$40,905.94 for Payroll

Warrant #050586 through #050589 in the amount of \$18,502.46 for Payroll Benefits

Warrant #050590 through #050631 in the amount of \$58,937.93 for Accounts Payable

Commissioner Tucker moved to approve the warrants as presented.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (37:11):

Mr. Crockett explained he has a meeting scheduled with City Manager Timmons this Friday. One item he will discuss is the Kah Tai transfer. Mr. Crockett will express the Port's desire to close this chapter with signed documents, finalizing the deal.

Mr. Crockett stated that he received a voice mail from the State Parks office in Olympia, in response to his letter regarding the Port-owned beach at Fort Worden. He will return that call shortly.

He informed the Commission of the March 7, 2013 Quilcene Conversations meeting taking place at 6:30 PM in the Quilcene School. The subject is the Metropolitan Parks District.

Lastly, he added that he would be attending the PDD and RC&D meetings tomorrow in Sequim.

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (42:48):

Commissioner Tucker explained that at the recent Fort Worden Advisory Committee meeting he attended, he found that the members of the committee thought the Port-owned property only included tidelands. Commissioner Tucker showed them the Port-owned parcel, even touring the site with the new ranger.

Commissioner Tucker added that he attended a Climate Action Committee meeting today and discussed their agenda.

Commissioner Erickson explained he is signing at tomorrow's PDD meeting, a letter from the PDD to the legislators on the Marine Tourism bill. He also discussed a letter from the Clallam County BOCC to Governor Inslee on encouraging renewable energy that was presented earlier to the PDD.

X. NEXT MEETING & PUBLIC WORKSHOP:

Next regular meeting will be held Wednesday, March 13, 2013 at 1:00 PM, with a Public Workshop preceding at 9:30 AM in the new Commission Building, 333 Benedict Street, Port Townsend, WA.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 7:19 PM to discuss the Executive Director's Annual Review, Pursuant to RCW 42.30.110(g), Commission and Attorney only, duration of 30 minutes with no action.

XII: RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The regular meeting reconvened and adjourned at 7:49 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