

## PORT COMMISSION MEETING– May 22, 2013

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

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

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

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

### II. APPROVAL OF AGENDA:

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

**Commissioner Erickson seconded the motion.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA:

A. Approval of Meeting Minutes – May 8, 2013

B. Resolution No. 596-13 – Modifying the Purpose and Amount of the Auditor’s Revolving Fund

Commissioner Thompson questioned the modification. Ms. Khile explained the modification is to use this fund as a clearing account to process the payroll direct deposits.

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

**Commissioner Erickson seconded the motion.**

**Motion carried by unanimous vote.**

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

None

### V. OLD BUSINESS:

A. Administration Building Project Update (3:00):

Mr. Crockett reported that staff had their weekly onsite meeting with the architect and contractor yesterday and everything remains on schedule. The building has an expected arrival date of June 11, 2013. The contractor is currently working on street improvements required by the City. Mr. Crockett spoke with the MRC on the rain garden.

Mr. Pivarnik added there might be parking issues this weekend with halibut season in full swing. Part of the parking lot is being used as a staging area for machinery and construction equipment.

### VI. NEW BUSINESS:

A. WSDOT Commission (5:32):

Mr. Crockett explained the WA State Transportation Commission meeting that had taken place today in the Commission room. The Commission hosts four meetings a year in different parts of the state, this one held here in Port Townsend. Mr. Crockett, along with City, County and Transit officials from both Jefferson and Clallam Counties, presented briefings on each entities transportation issues/needs. He also participated in a bus tour of Jefferson County with the Commission yesterday.

B. Approval of Warrants (9:00):

Commissioner Thompson read the warrants, as presented:

Warrant #051088 through #051101 in the amount of \$41,870.47 for Payroll

Warrant #051102 through #051106 in the amount of \$44,316.52 for Payroll Benefits

Warrant #051107 through #051160 in the amount of \$211,095.25 for Accounts Payable

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

**Commissioner Erickson seconded the motion.**

**Motion carried by unanimous vote.**

### VII. STAFF COMMENTS (10:30):

Attorney Lake complimented Mr. Crockett’s presentation at the WA Public Ports Association Spring Meeting. Commissioner Erickson added the Port received a letter from Eric Johnson of the WPPA, giving kudos to Mr. Crockett.

Mr. Pivarnik informed that Orion Marine Construction mobilized yesterday and will begin out-of-water work on the Commercial Basin. In-water work begins July 16, 2013.

He stated that at the end of the day today, he received word from the FAA that federal funding was approved for Jefferson County International Airport for the following amounts: \$90K for the engineering work on the runway and \$250K for the slurry coat and repainting of the runway. Actual work on the runway should begin by the second week in September, which will require runway closures.

Mr. Crockett spoke about the fire in the shipyard earlier this week aboard a steel boat. Fire Department did an excellent job containing the fire.

He reported Department of Ecology inspected the boatyard and RX system on Tuesday and it passed with “flying colors”.

Mr. Crockett added he would attend tomorrow’s PDD and RC&D meetings in Sequim as well as the Jefferson Higher Ed meeting held in the Port’s administration office.

Lastly, he explained he was invited by the City to attend a meeting along with other taxing districts on the Metropolitan Parks District, which will be held this Friday.

VIII. PUBLIC COMMENTS (15:15):

Bill Putney, Port Commissioner candidate for District 2, informed that the Jefferson Chamber of Commerce has a new website where he brought to their attention that nothing is mentioned about arriving into Port Townsend by plane or boat.

He also questioned the progress of the airport community’s meeting.

Peter Quinn, Port Commissioner candidate for District 2, thanked the Commission for their continued support of Team Jefferson (TJ). He brought to their attention that the Team Jefferson newsletter has an article about TJ-sponsored classes to be offered in the near future to marine trade businesses on contracting out for Federal projects.

IX. COMMISSIONER COMMENTS (19:44):

Commissioner Thompson enjoyed the recent WPPA Spring Conference. He thought there were some worthwhile presentations. He had a good discussion with the Department of Ecology (DOE) rep explaining to her his thoughts on DOE starting a conversation group, similar to the PRTPO gatherings held in our region.

Commissioner Erickson discussed the WPPA presentation by WPPA Attorney, Frank Chmelik, regarding employee handbooks and the insurance risk.

Commissioner Erickson added he attended yesterday’s Rotary “Hearts of Service” awards presentation.

X. NEXT MEETING/WORKSHOP: Next regular meeting will be held Wednesday, June 12, 2012 at 1:00 PM, with a Public Workshop preceding at 9:30 AM, in the Port Commission Building, 333 Benedict Street, Port Townsend.

Commissioner Erickson canceled the scheduled Executive Session.

XI. EXECUTIVE SESSION:

None

XII. ADJOURNMENT:

The meeting adjourned at 6:56 PM there being no further business to come before the Commission.

ATTEST:

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David H. Thompson, Secretary

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Leif W. Erickson, President

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Excused Absence  
Stephen R. Tucker, Vice President