

PORT COMMISSION MEETING– June 26, 2013

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

Present: Commissioners – Erickson, Tucker, Thompson
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor - Khile
Attorney - Carlson
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 with the addition to New Business, Item C-Fort Worden Stairway, and to Old Business, Item B-Quilcene Beach Modification at Herb Beck Marina and Item C-Celebration for Kah Tai Lagoon Agreement.

Commissioner Erickson moved to approve the Agenda as amended.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

A. Approval of Meeting Minutes – June 12, 2013

Approval of Public Workshop Minutes – June 12, 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) (2:35):

Michael Bosold, discussed fees and disabled access at the marinas. After discussion and questioning by the Commission, Mr. Bosold summed it up by asking the Commission to consider a 30-50% discount on launch ramp fees to people with disabilities. In the future, he would like to discuss further, designating a handicapped boat slip and/or a portable ramp for easier disabled access. Commissioner Erickson and Tucker stated this would be on the agenda at a future Commission meeting.

V. OLD BUSINESS:

A. Change Order Boat Ramp Wash Down Area (12:32):

Mr. Crockett reminded the Commission that a few meetings back he advised that soon there would be a change order request for the rebuilding of the wash down area. Bill Leavitt discussed in depth the design and rebuild plans, which would total \$124,440. Mr. Crockett added that if approved, this money would come from the Boat Haven Reserve Fund. Commissioner Tucker voiced his concern of approving the change order today, after hearing the Port Strategic Advisory Committee's concerns of not having a voice in the construction of the new administration building. Mr. Crockett told the Commission that Ms. Khile would work up a spreadsheet on the Reserve Fund to present to the Commission. This item will be on the next Commission meeting agenda for consideration.

B. Quilcene Beach Modification at Herb Beck Marina (28:27):

Commissioner Erickson discussed the natural occurring spring that runs along the Quilcene beach, which has created a large pool of standing water. He said members of the Quilcene community have asked if the Port could bring in a backhoe to dig up the beach and reroute the spring. Commissioner Erickson said he is leery of this. Mr. Pivarnik added that he spoke with Doug Reeves about this who spoke to Fish & Wildlife, who said "no" to his idea. Commissioner Erickson requested staff to research this type of permit.

C. Celebration for Kah Tai Lagoon Agreement (33:10):

Commissioner Erickson stated he is pleased the agreement is coming to fruition and would like to host a celebration. Mr. Crockett added he received a letter from the RCO approving of the property transfer but it still will take another couple of weeks to finalize the deal in escrow. Commissioner Erickson said he would ask City Mayor David King for his thoughts on a celebration.

VI. NEW BUSINESS:

A. Rates for City Dock and Union Wharf (35:46):

Mr. Crockett stated that the Port needs to establish rules and rates for these docks as boats are tying up to the floats, which are now under Port operations. He referred to the proposed fee schedule. He explained that since the docks were funded with RCO money, charging tie

up fees would be allowed, as long as that money is set aside in an account to be used only towards maintenance and improvements of these facilities.

Commissioner Tucker requested the revision of the temporary tie up time from 3 hours to 4 hours, to be consistent with our other marinas.

Security issues were also discussed.

Commissioner Tucker moved to approve the Union Wharf/City Dock Fee Schedule with the temporary tie up time changed to 4 hours, and to install iron rangers and signage on these docks.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

(Commissioner Erickson moved Item C prior to Item B)

C. Fort Worden Stairway (44:34):

Mr. Crockett explained this item came about after Commissioner Tucker's attendance at a recent Fort Worden Advisory Committee (FWAC) meeting where the State Park is looking to do some repair work to the stairway bulkhead. Mr. Crockett wanted to clarify who the staircase owner is since they are located on the Port's property. In researching this, he found that in May of 1958 the Port granted the WA State Department of Institutions a permit to construct and have use of a stairway leading to the Port-owned beach. Since the Department of Institutions no longer exists, and the State Parks took over their properties, Port of Port Townsend's Commission recommends for maintenance and liability reasons, drafting a new agreement to be signed by the Port and the State Parks, designating the State's ownership of the stairs. Mr. Crockett added he would set up a meeting with the new Park ranger at Fort Worden to discuss this. The Commission concurred for staff to proceed with this agreement.

B. Approval of Warrants (48:58):

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$8,810.69 for Washington State
Combined Excise Tax for May 2013

Warrant #051255 through #051268 in the amount of \$20,566.26 for Payroll

Warrant #051269 through #051273 in the amount of \$44,044.96 for Payroll Benefits
(includes 5/15/13 ACL Clearing)

Warrant #051274 through #051332 in the amount of \$472,871.11 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 (50:11):

Ms. Nelson informed that all past audio recordings (since July 2010) of Commission meetings are now posted on the Port's website. She also reported she has been in contact with the County Health Department regarding posting no shellfish/seaweed harvesting signs at the Point Hudson beach. The beach is closed permanently to harvesting due to designated polluted waters. Last, she announced that Commission packets for the July 10, 2013 meeting would be available on Monday, July 8 rather than Friday, July 5, due to scheduling.

Mr. Pivarnik stated that Orion remains on schedule with the Commercial Basin project. He added Orion would begin pile driving work July 16 & 17 in the Commercial Basin.

Mr. Crockett announced he would be attending the PDD and RC&D meetings tomorrow in Sequim. He also reported that Jefferson County International Airport is now on the Federal Register for being a GPS navigable airport, effective August 26, 2013. Lastly, he stated he would be attending the Washington Public Ports Association's annual Port Director Conference in Tacoma. Mr. Crockett was asked to make a presentation at the conference on the legal issues the Port faced during the Administration Building contractor bid process. Attorney Lake has agreed to team up with him to discuss further the legal issues.

VIII. PUBLIC COMMENTS (57:44):

Gwendolyn Tracy questioned insurance requirements for boat owners tying up at Union Wharf and City Dock. Mr. Pivarnik answered that the Port does not require insurance for transient moorage.

Pete Hanke, Jr. discussed the feasibility of allowing the Clipper to dock at Union Wharf in emergencies. In the past, the Clipper has off loaded patients in Port Townsend and they need a more accessible dock. Since Union Wharf is gated, Mr. Pivarnik said there would be an emergency Port contact number posted, where a member of the Port staff would respond.

IX. COMMISSIONER COMMENTS (1:05:24):

Commissioner Erickson told the Commission that Mr. Crockett spoke with a Northwest Marine Trades Association (NMTA) rep on the matter of allowing the Port Townsend Marine Trades Association and their businesses to rent or share Port booth space at the 2014

Seattle Boat Show. They would be allowed to participate in the show if they become NMTA members. Commissioner Erickson said he would present this formally to the PTMTA next week. Mr. Crockett added that if they sign up, the Port could request booths next to each other if available.

X. NEXT MEETING/WORKSHOP: Next regular meeting will be held Wednesday, July 10, 2013 at 1:00 PM with a Public Workshop preceding at 9:30 AM in the Port Commission Building, 333 Benedict Street, Port Townsend.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 7:45 PM, pursuant to RCW 42.30.110 (g) to discuss a personnel matter, duration of twenty minutes with possible action.

XII. RECONVENING & ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened at 8:05 PM.

Commissioner Thompson moved to approve the 6% raise to the Executive Director, as authorized by previous Commission.

Motion was tabled until the next Commission meeting.

The meeting adjourned at 8:05PM there being no further business to come before the Commission.

ATTEST:

David H. Thompson, Secretary

Leif W. Erickson, President

Stephen R. Tucker, Vice President