

PORT COMMISSION MEETING– August 28, 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 - Harris
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Added to the agenda, New Business, Key City Fish Lease; and to the warrants, Ms. Khile added additional warrants for preapproval. Attorney Harris requested an Executive Session on litigation, per RCW 42.30.110(i), duration of fifteen minutes with no action.

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 – August 14, 2013

Approval of Public Workshop Minutes – August 14, 2013

Commissioner Tucker moved to approve the Consent Agenda as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. OLD BUSINESS:

A. Fish Cleaning Stations (3:26)

Mr. Pivarnik stated he and Commissioner Tucker have been discussing installing a fish cleaning station with local anglers. He contacted Fish & Wildlife and other ports checking regulations, and there appear to be no particular regulations. Fish & Wildlife even designates these stations on their website. Staff has been discussing designs and ideas with Peter Chaffee. To cut costs, Mr. Pivarnik is searching restaurant equipment for a used stainless steel table, which would be used in the construction of a station. Total cost looks to be around \$1000, including installation. It would be located by the Fish'n Hole.

Commissioner Erickson commented that the Mats Mats ramp especially needs attention, as it is failing “miserably”. He reminded that many improvements have been made to the Boat Haven ramp, and maybe the money should go towards one of the other ramps that are in bad need of repair.

Mr. Crockett added that he would be visiting Port properties within the next week or so, prioritizing projects for the next year, which he would list in his white paper.

Mr. Pivarnik asked for direction on the fish cleaning station. Commissioners Tucker and Thompson agreed to move forward. Commissioner Erickson reiterated that he believes before spending any more money, the other ramps should be considered for repairs first. Commissioner Tucker added this is not a top priority right now, since it is not fishing season, but if Mr. Pivarnik finds a good deal on a table, he should jump at the chance.

VI. NEW BUSINESS:

(Commissioner Erickson moved the Key City Fish Lease to Item A, changing the remaining item order.)

A. Key City Fish Lease (13:14):

Mr. Crockett reminded that the Commissioners should each have a copy of the Key City Fish lease. Johnpaul Davies requested a ten-year lease, which was required by his bank in order to apply for a business loan. Mr. Crockett recommends approval of the lease.

Commissioner Thompson moved to approve the Key City Fish lease.

Commissioner Tucker seconded the motion.

Motion was approved by unanimous vote.

B. Peninsula Development District (PDD) Project Priorities (16:51):

Commissioner Erickson discussed the Peninsula Development's list of project priorities in Clallam and Jefferson Counties. He noted the 28-item list and wanted to bring attention to

project #24, “Short-Sea Shipping”, which provides for barging of products on and off the Peninsula. He suggested to Commissioner Thompson that this might fall under the PRTPPO transfer span plan that has been presented in the past.

Commissioner Erickson compiled his list of top five projects, shown below:

- #1 – Project #6, the Eco-Industrial Park at Jefferson County International Airport
- #2 – Project #2, the Quilcene Wastewater Treatment System
- #3 – Project #21, the Brinnon Sewer System
- #4 – Project #17, Glen Cove Sewer System
- #5 – Project #16, Howard Street Improvements

Mr. Crockett agreed with the Industrial Park and Quilcene, but recommended reconsidering Projects #4 & 5, Broadband. Commissioner Tucker and Mr. Crockett discussed their opinions of the Glen Cove project. Commissioner Tucker was concerned about taking the vote away from what he sees as higher priority projects. Mr. Crockett explained there are different pots of money for different types of projects. Commissioner Tucker gave his input on Commissioner Erickson’s list, ensuing further discussion on Commissioner Erickson’s choices. Commissioner Thompson agreed with Commissioner Erickson’s choices. He will submit his list to Susan Bauer of the PDD.

C. Flood Plain Issue (29:27):

Mr. Crockett handed out a FEMA aerial photo, showing the effects of sea level rise in the Boat Haven. Department of Ecology and FEMA want agencies to plan for a 12” rise, while the City wants planning based on a 24” rise. This came about when Port staff approached the City on temporary structure regulations. Discussion ensued on global warming and flood levels. Mr. Crockett wanted the Commission to be aware of the City’s plans. Commissioner Erickson reported he attended the countywide picnic last weekend at HJ Carroll Park, where the Local 20/20 group asked if the Port has been planning for sea level rise. The group wants to work up a contingency plan, which they said the City is not interested. Commissioner Erickson spoke that maybe the Port could help with that.

D. Approval of Warrants (40:40):

Ms. Khile explained the need to preauthorize checks to be written related to the CAICOS suit (Point Hudson marina), with Attorney Harris elaborating on details. She explained funds are to be released to the Department of Revenue in the amount of \$8,882.33 and to CAICOS’ bond company, Insurance Co. of the West, in the amount of \$105,741.97.

Commissioner Thompson moved to approve checks written for the amounts listed above.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$9,873.97 for Washington State
Combined Excise Tax for July 2013

Warrant #051590 through #051608 in the amount of \$62,382.33 for Payroll and Benefits

Warrant #051609 through #051666 in the amount of \$315,545.36 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 (45:47):

Ms. Nelson informed the Commission that she double-checked with the Northwest Marine Trade Association (NMTA), sponsor of the Seattle Boat Show, that Port Townsend exhibitors who sign up be located near the Port booth, if possible. The NMTA rep said they would do their best, as long as that request has been noted on their applications (as noted on the Port’s application).

Mr. Crockett pointed out that he distributed the Level 3 Response stormwater report to the Commission.

He discussed the WPPA Economic Development conference he attended last week in Vancouver, noting it was the largest ever attended, and many Commissioners were present. He said he now has new ideas on how to develop a much better Strategic Plan in 2015, involving the public.

Mr. Crockett then reported that the cruise ship docked at Union Wharf on Monday. It will be back each week for the next two months. He added that next week, Wooden Boat week, the Port will have signage warning boaters to keep the dock and areas surrounding open for the ship to dock.

Lastly, he reminded the Commission that the accounting staff and Ms. Nelson would be moving into the Commission building on Tuesday, for temporary quarters until the new building is ready. He and Mr. Pivarnik will be “roving”.

VIII. PUBLIC COMMENTS (49:56):

Peter Quinn commented on the PDD list of projects.

IX. COMMISSIONER COMMENTS (51:14):

Commissioner Tucker stated he attended the recent Energy Lunch Meeting and found it very interesting. Richard Locke, from the Department of Commerce, spoke. He is working on different energy options with the governor and asked Commissioner Tucker for some of his ideas.

Commissioner Thomson informed that in the next Port newsletter, due out in October, he has asked for an article clearly clarifying the reasons for building the Port’s new administration building, the financial benefits of it, and the benefits of relocating back to the Boat Haven. He would like to clear up any misconceptions.

X. NEXT MEETING & PUBLIC WORKSHOP: Next regular meeting to be held Wednesday, September 11, 2013 at 1:00 PM at the Timberhouse Restaurant, 295534 US 101, Quilcene, WA. A Public Workshop will precede the meeting at 9:30 AM, same location.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 7:27 PM to discuss litigation, pursuant to RCW 42.30.110 (i), duration of fifteen minutes, with no action.

XII. RECONVENING & ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened and adjourned at 7:42 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