

PORT COMMISSION SPECIAL MEETING November 3, 2008

A SPECIAL meeting of the Port of Port Townsend Commission held in the Commission Chambers at the Port Administration Office, 375 Hudson Street, Port Townsend, WA.

Present: Commissioners – Thompson, Beck, Collins
Executive Director – Crockett
Deputy Director – Pivarnik
Senior Accountant/Recorder – Hawley

Absent: Attorney Harris
Auditor – Taylor

I. Call to Order:

The meeting was called to order at 1:00 PM

II. Approval of Agenda:

Commissioner Thompson moved to approve the Agenda.

Motion carried by unanimous vote.

III. Public Comments (not related to agenda):

None

IV. JCIA Project Proposal:

Mr. Pivarnik provided background regarding the topic and advised that the proposal was to furnish and install 270 feet of trench drain on the north side of hangar pad #7 at the Jefferson County International Airport as specified in the Reid Middleton layout plan. The trenching would provide drainage for water runoff at the hangar site. Of the three contractors, Mr. Pivarnik contacted, NW Hangars LLC of Auburn, WA was ready to proceed with the project immediately. Although trenching to allow water runoff had been deemed necessary at the start of the JCIA Hangar project, advised Mr. Pivarnik, it could not be installed until the building was near completion to assure the correct placement of the trench drain. The Contractor proposal was for \$30,731.40 including W.S.S.T. Mr. Pivarnik reminded that the Hangar Developer fees would reimburse the Port's expenditure. He informed regarding trenching installation details and advised as to why the project was time sensitive due to weather constraints.

Commissioner Collins moved to direct Staff to proceed with the contract with NW Hangars LLC for 270 feet of trench drain according to specifications on the north side of Hangar Pad #7 at the Jefferson County International Airport in the amount of \$30,731.40 including W.S.S.T.

Motion carried by unanimous vote.

Mr. Pivarnik reminded that a trench drain would need installation at the second hangar site in the future.

Commissioner Beck moved to authorize Staff to proceed with arranging for the installation of trench drain for the second hangar pad site at a future date at the Jefferson County International Airport.

Motion carried by unanimous vote.

V. Staff Comments:

None

VI. Commissioner Comments:

None

VII. Next Meeting: is Wednesday, November 12, 2008 at 1:00 PM, Public Hearing on the Proposed 2009 Budget at 1:00 PM and 6:30PM, Port Commission Chambers, 375 Hudson Street, Port Townsend, WA.

VIII. Executive Session:

None

X. Adjournment:

The special meeting adjourned at 1:12 PM there being no further business to come before the Commission.

ATTEST:

David H. Thompson, President

John N. Collins, Secretary

Herbert F. Beck, Vice President