



REGULAR COMMISSION MEETING
Tuesday, February 14, 2023, at 9:00 am
338 West First Street, Port Angeles, WA 98362
MINUTES

The Regular Commission Meeting will be available to the public in person and remotely. For instructions on how to connect to the meeting remotely please visit www.portofpa.com/agendacenter

TIME SPECIFIC ITEM – EXEC. SESSION AT 11:30 am

Steve Burke, Commissioner	Jennifer Baker, Finance & Accounting Mgr.*
Colleen McAleer, Commissioner	Paul Jarkiewicz, Dir. of Ops
Connie Beauvais, Commissioner	Braedi Joutsen, Clerk to the Board
Geoff James, Executive Director	Chris Hartman, Dir. of Engineering
John Nutter, Dir. Finance & Admin.	Caleb McMahan, Dir. of Econ. Development

**attended via zoom*

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:31)

Comm. Beauvais called the meeting to order at 9:00 am.

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:32-5:46)

Peter Craig, Carlsborg, Washington, a current airport hangar tenant for the last 20 years. He asked the Commission if they have any plans to install EV charging up at the airport. He would like to know if the Port Commission will be doing anything to look into funding to make this happen. Secondly, as a tenant, he's noticed that rates keep going up, however, the service he's received as a tenant has stayed stagnant. He asked if the Port is actively doing anything about customer service or looking for ways to improve it. He felt the previous Airport Manager was more engaged with people out there and customer satisfaction.

Dave Rarm, the new Country Manager for Stabicraft, introduced himself to the Port Commission while in town and thanked them for everything the Port has done for the company. Stabicraft is excited to build and grow in Port Angeles.

III. APPROVAL OF AGENDA (5:47-5:58)

- Motion to approve agenda: Comm. Burke
- 2nd: Comm. McAleer
- Vote: 2-0 (Unanimous)

IV. WORK SESSION (5:59-1:27:29)

- A. Annual Airport Update
- Presentation: Jon Picker
 - Discussion
 - No Action
- B. 4th Quarter Financial Report
- Presentation: John Nutter
 - Discussion
 - No Action
- C. 2022 Capital Project Report
- Presentation: Chris Hartman
 - Discussion
 - No Action

**Comm. Beauvais excused herself from the meeting at 10:25 am.*



V. APPROVAL OF CONSENT AGENDA (1:27:30-1:28:34)

- A. Regular Commission Meeting Minutes, January 24, 2023
- B. Special Commission Meeting Minutes, January 31, 2023
- C. Vouchers in the amount of \$743,549.76
 - Discussion
 - Motion to approve consent agenda: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 2-0

VI. COMPLETION OF RECORDS (1:28:35-1:30:31)

- A. Monthly Delegation of Authority Report
 - Presentation: Geoff James
 - Discussion
 - No Action

VII. PLANNING AND CAPITAL PROJECTS (1:30:32-1:34:35)

- A. Item for Consideration – Century West Contract Amendment 01
 - Presentation: Paul Jarkiewicz
 - Discussion
 - Motion to authorize the Executive Director to execute Amendment 01 with Century West Engineering for an amount not to exceed Fifty-Four thousand Six Hundred Seventy-Five Dollars and 32 cents (\$54,675.32): Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 2-0 (Unanimous)

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY (1:34:36-2:02:22), (2:13:08-2:13:40)

- A. Item for Consideration – Gillespie Lease
 - Presentation: Caleb McMahon
 - Discussion
 - Consensus from the Commission was going forward with Real Estate's recommendation of proposed lease terms.

**Commissioner Beauvais rejoined the meeting at 10:37 am.*

- B. Item for Consideration – Peninsula Rifle & Pistol Club Lease
 - Presentation: Caleb McMahon
 - Discussion
 - No Action
- C. Item for Consideration - Foreign Trade Zone, Resolution 23-1275
 - Presentation: Caleb McMahon
 - Discussion
 - Motion to introduce Resolution 23-1275 to authorize the Executive Director to file with the Foreign Trade Zone Board of the U.S. Department of Commerce an application for establishing a Foreign Trade Zone: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration: Comm. Beauvais



- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)
- Motion to adopt Resolution 23-1275 to authorize the Executive Director to file with the Foreign Trade Zone Board of the U.S. Department of Commerce an application for establishing a Foreign Trade Zone: Comm. McAleer
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)

D. Item for Consideration – Commercial Brokerage Agreement

**Comm. Beauvais excused herself from the meeting at 10:53 am*

- Presentation: Caleb McMahon
- Item tabled until after Executive Session

E. Annual Lease Compliance Report

- Presentation: Caleb McMahon
- Discussion
- No Action

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS (2:02:23-2:03:14)

Comm. Burke shared that the Commission attended WPPA Port Legislative Day in Olympia last week. They met with WPPA officials and State Legislatures to discuss Port topics.

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (2:03:15-2:08:15)

Lillian Kuehl, Port Angeles, Washington, inquired with the Commission why more isn't be done to utilize the space better around the marina. She wondered why the focus of our Port tends to be timber and not putting more emphasis on developing marine trades when the need is huge. She shared that the Port of Port Townsend has a large demand for marina use.

XVII. FUTURE AGENDA

XVIII. NEXT MEETINGS (2:08:16-2:09:34)

- February 28, 2023 – Regular Commission Meeting
- March 14, 2023 – Regular Commission Meeting
- March 28, 2023 – Regular Commission Meeting

XIX. UPCOMING EVENTS (2:09:35-2:10:15)

- Northwest Aviation Conference, February 25-26, 2023 – Puyallup, WA
- AFRC Annual Meeting, April 11-13, 2023 – Stevenson, WA
- Olympic Logging Conference, April 26-28, 2023 – Victoria, B.C.

XX. BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION

Not Conducted



XXI. EXECUTIVE SESSION – TIME SPECIFIC AT 11:30 AM (2:10:16-2:13:07)

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

**Commissioner Beauvais rejoined the meeting at 11:12 am.*

- Comm. McAleer advised the Commission would convene an executive session; anticipated length of executive session is 90 minutes. The Commission is not expected to take action following the executive session.
- Discussion: Four (4) items concerning current or potential litigation. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i).
- Recess: 4 minutes
- Start Time: 11:15 am
- Extended: 45 minutes
- End Time: 1:30 pm

- Public Session of Commission Meeting Reconvened: 1:30 pm

XXII. ADJOURN (2:13:41-2:13:44)

Comm. Beauvais adjourned the meeting at 1:30 pm.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS



Connie Beauvais, President



Steven Burke, Secretary