



**REGULAR COMMISSION MEETING**  
**Tuesday, May 28, 2024, at 9:00 am**  
**338 W. First St, Port Angeles, WA 98363**  
**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 <https://portofpa.com/about-us/agenda-center/>

Connie Beauvais, Commissioner  
Colleen McAleer, Commissioner  
Steve Burke, Commissioner  
Paul Jarkiewicz, Executive Director  
John Nutter, Dir. of Finance & Admin.

Chris Hartman, Dir. of Engineering  
Scott Hough, Marine Terminal Manager  
Katharine Frazier, Grants & Contracts Mgr.  
Braedi Joutsen, Clerk to the Board  
Caleb McMahon, Dir. of Econ. Development

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

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

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)**

None.

**III. APPROVAL OF AGENDA**

- Motion to approve the agenda with the additions of Log Yard Loader to item VIII and Strategic Plan Update to item XIII, as presented: Comm. McAleer
- 2<sup>nd</sup>: Comm. Burke
- Vote: 3-0 (Unanimous)

**IV. WORK SESSION**

- A. April Financial Report
- Presentation: John Nutter
  - Discussion
  - No Action

**V. APPROVAL OF CONSENT AGENDA**

- A. Regular Commission Meeting Minutes – May 14, 2024
- B. Vouchers in the amount of \$362,276.12
- Discussion
  - Motion to approve the consent agenda as presented: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)

**VI. COMPLETION OF RECORDS**

No items

**VII. PLANNING AND CAPITAL PROJECTS**

- A. Item for Discussion – 820 Marine Drive Warehouse Rehabilitation
- Presentation: Chris Hartman
  - Discussion
  - No Action
- B. Item for Consideration – T1/T3 Construction Support Services Agreement – WSP
- Presentation: Chris Hartman
  - Discussion
  - Motion to authorize the Executive Director to execute a Professional Service Agreement with WSP USA for Terminal 1 and Terminal 3 Repairs Construction Support Services in an amount not exceeding One Hundred Fifty Thousand Dollars



and No Cents (\$150,000.00) and to make minor amendments to the agreement as may be needed: Comm. Burke

- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)

#### **VIII. LOG YARD**

- A. Log Yard Loader Update
- Presentation: Paul Jarkiewicz
  - Discussion
  - No Action

#### **IX. MARINE TRADES AND MARINE TERMINALS**

No items

#### **X. PROPERTY**

- A. Item for Consideration – GSA Homeland Security Lease
- Presentation: Cherie Gottschalk
  - Discussion
  - No Action
- B. Item for Consideration – Edgewood Drive
- Presentation: Cherie Gottschalk
  - Discussion
  - Motion to authorize the purchase of the Kalbfleisch property for the accepted offer price of \$375,000 and authorize the Executive Director to sign documents on behalf of the Port for the purchase: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Burke
  - Vote: 3-0 (Unanimous)

#### **XI. MARINAS**

No items

#### **XII. AIRPORTS**

No items

#### **XIII. OTHER BUSINESS**

- A. Item for Consideration – Clean Ports Grant Program – Matching Funds
- Presentation: Katharine Fraizer
  - Discussion
  - Motion to introduce Resolution 24-1295, a resolution of the Board of Commissioners of the Port of Port Angeles, committing matching funds and authorizing the Executive Director to apply for a Federal Environmental Protection Agency Grant for Zero-Emission equipment and shore power upgrades: Comm. Burke
  - 2<sup>nd</sup>: Comm. Comm. McAleer
  - Vote: 3-0 (Unanimous)
  - Motion to waive second consideration: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Burke
  - Vote: 3-0 (Unanimous)
  - Motion to adopt Resolution 24-1295, a resolution of the Board of Commissioners of the Port of Port Angeles, committing matching funds and authorizing the Executive Director to apply for a Federal Environmental Protection Agency Grant for Zero-Emission equipment and shore power upgrades: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer



- Vote: 3-0 (Unanimous)

B. Strategic Plan Update

- Presentation: Paul Jarkiewicz
- Discussion
- No Action

**XIV. ITEMS NOT ON THE AGENDA**

**XV. COMMISSIONER REPORTS**

Comm. Beauvais – Update on the Revenue Advisory Committee Meeting and a recap of the Makah Tribal Meeting

Comm. McAleer asked the other Commissioners their thoughts on inviting the individuals running for Washington Congress. The consensus was to extend an invitation after the primary election.

**XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)**

None.

**XVII. FUTURE AGENDA**

**XVIII. NEXT MEETINGS**

- A. June 11, 2024 – Regular Commission Meeting
- B. June 25, 2024 - Regular Commission Meeting
- C. July 9, 2024 – Regular Commission Meeting

**XIX. UPCOMING EVENTS**

- A. Maritime Festival – June 8-9, 2024 – Port Angeles, WA
- B. MTC Groundbreaking Ceremony 10:00 am – June 9, 2024 – Port Angeles, WA
- C. Dept. of Commerce Forestry Trade Mission – June 8-15, 2024 - Finland
- D. WPPA Staff Retreat – July 16-17, 2024 – Port Angeles, WA

**BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION** (TIME PERMITTING)

**XX. EXECUTIVE SESSION (1:44:07-1:44:55)**

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

- Comm. Beauvais recessed the meeting to convene an executive session. The anticipated length of the executive session is 60 minutes. Following the executive session, the Commission may take action in public session.
- Discussion: Two (2) items concerning legal or financial risks, discussing such matters in executive session are appropriate pursuant to RCW 42.30.110.(1)(i).
- Recess: 6 minutes
- Start Time: 10:50 am
- End Time: 11:32 am **\*Ended Executive Session Early-No Action**



- No Action

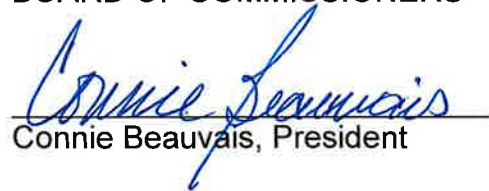
Public Session of Commission Meeting Reconvened: 11:32 am

Commissioner Beauvais noted that as a result of the executive session there was no action to be taken.

**XXI. ADJOURN (1:44:56-1:45:05)**

Comm. Beauvais adjourned the meeting at 11:32 am.

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

  
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Connie Beauvais, President

  
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Colleen McAleer, Vice President