



REGULAR COMMISSION MEETING
Tuesday, August 13, 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	Jennifer Baker, Interim Dir. of Finance & Admin.
Colleen McAleer, Commissioner	Braedi Joutsen, Clerk to the Board
Steve Burke, Commissioner	Caleb McMahon, Director of Economic Development
Paul Jarkiewicz, Executive Director	Chris Hartman, Director of Engineering

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) (0:32-1:12)

None.

III. APPROVAL OF AGENDA (1:13-1:24)

- Motion to approve the agenda as presented: Comm. McAleer
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)

IV. WORK SESSION (1:25-14:33)

- A. Strategic Plan Review
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action

V. APPROVAL OF CONSENT AGENDA (14:34-20:32)

- A. Regular Commission Meeting Minutes – July 23, 2024
- B. Special Commission Meeting Minutes – July 26, 2024
- C. Vouchers in the amount of \$1,616,281.70
- Discussion
 - Motion to approve the consent agenda: Comm. Beauvais
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)

VI. COMPLETION OF RECORDS (20:33-20:53)

- A. Delegation of Authority Report
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action

VII. PLANNING AND CAPITAL PROJECTS (20:54-24:36)

- A. Airport Paving Maintenance – Bid Award
- Presentation: Chris Hartman
 - Discussion
 - Motion to authorize the Executive Director to execute a public works contract with Lakeside Industries Inc. for the 2024 Airport Paving



Maintenance project, totaling \$123,356.48 (including sales tax and a 15% contingency): Comm. Burke

- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)

VIII. LOG YARD (24:37-38:51)

A. Log Loader RFQ Update

- Presentation: Chris Hartman
- Discussion
- Motion to authorize the Executive Director to sign a purchase agreement with Cascade Trader for the DX380LL-5 Log Loader with a reconditioned 44' boom at a total cost of \$467,181.00 including Washington State sales tax and a \$20,000 trade-in credit for the Port's Doosan 225n: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)
- Motion to acknowledge that the Port's existing Doosan 225 is surplus to its purposes and waive the requirement to solicit offers from at least three (3) parties: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY

No items

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS (38:52-1:06:32), (1:18:29-1:20:02)

A. Resolution 24-1299, Port Travel Policy

- Presentation: Braedi Joutsen
- Discussion
- No Action
- *Will be brought back at the next regular meeting.*

B. Resolution 24-1300 – Designation of Bank Signatories

- Presentation: Paul Jarkiewicz
- Discussion
- Motion to introduce Resolution 24-1300 reaffirming Umpqua Bank as the Port's depository and designation of individuals authorized to transact business with the depository: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)
- Motion to waive second consideration: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)



- Motion to adopt Resolution 24-1300 reaffirming Umpqua Bank as the Port's depository and designation of individuals authorized to transact business with the depository: Comm. McAleer
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)
- C. Resolution 24-1301 – Designation of Port Auditor
- Presentation: Paul Jarkiewicz
 - Discussion
 - *Tabled until after Executive Session*
 - Motion to introduce Resolution 24-1301, a resolution of the Port of Port Angeles designating the Port Auditor as Karen Goschen and Deputy Port Auditor as Jennifer Baker: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Resolution 24-1301, a resolution of the Port of Port Angeles designating the Port Auditor as Karen Goschen and Deputy Port Auditor as Jennifer Baker: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
- D. Resolution 24-1302 – Appointment of Port Treasurer
- Presentation: Paul Jarkiewicz
 - Discussion
 - *Tabled until after Executive Session*
 - *This item is tabled and will be addressed at the next regularly scheduled Commission Meeting.*
- E. Resolution 24-1303, Authorization of Investment of Port Monies in the Local Government Investment Pool (LGIP)
- Presentation: Paul Jarkiewicz
 - Discussion
 - Motion to introduce Resolution 24-1303 authorizing investment of Port of Port Angeles monies in the local government investment pool as amended: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Resolution 24-1303 authorizing investment of Port of Port Angeles monies in the local government investment pool as amended: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS (1:06:33-1:15:58)

Comm. McAleer provided a recap of her trip to Castlegar, B.C., this last week to tour the mass timber facility of Kalesnikoff Lumber Co. Ltd.

Comm. McAleer also shared that General Manager Dave Lowry from Interfor will soon be on Coffee with Colleen. Mr. Lowry has confirmed that even though



Interfor is moving to a week on week off for production, the mill is doing well with no intent to sell the mill.

**XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)
(1:15:59-1:16:11)**

None.

XVII. FUTURE AGENDA

XVIII. NEXT MEETINGS (1:16:12-1:16:19)

- A. August 27, 2024 - Regular Commission Meeting
- B. September 10, 2024 - Regular Commission Meeting
- C. September 24, 2024 – Regular Commission Meeting
- D. October 8, 2024 – Regular Commission Meeting

XIX. UPCOMING EVENTS (1:16:20-1:16:35)

- A. International Workboat Show – November 12-14, 2024 – New Orleans, LA
- B. Pacific Marine Expo – November 20-22, 2024 – Seattle, WA

BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION

XX. EXECUTIVE SESSION (1:16:36-1:18:28)

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 90 minutes. Following the executive session, the Commission is expected to take action in public session.
- Discussion: Two (2) items concerning real estate sale, purchase, or lease, discussing such matters in executive session is appropriate pursuant to RCW 42.30.110.(1)(b). One (1) item concerning the performance of a public employee, discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(g). Three (3) items concerning legal and financial risk, discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i).
- Recess: 2 minutes
- Start Time: 10:25 am
- Extended: 25 minutes
- End Time: 12:20 pm


Public Session of Commission Meeting Reconvened: 12:20 pm.

Commissioner Beauvais noted that as a result of the executive session, action will be taken (see resolutions).

XXI. ADJOURN (1:20:03-1:20:06)

Comm. Beauvais adjourned the meeting at 12:23 pm.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS



Connie Beauvais, President



Steven Burke, Secretary