



**REGULAR COMMISSION MEETING**  
**Tuesday, November 12, 2024, at 9:00 am**  
**338 W. First St, 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 <https://portofpa.com/about-us/agenda-center/>

Connie Beauvais, Commissioner  
Colleen McAleer, Commissioner  
Steve Burke, Commissioner  
Paul Jarkiewicz, Executive Director

Jennifer Baker, Interim Dir. of Finance & Admin.  
Braedi Joutsen, Clerk to the Board  
Katharine Fraizer, Grants & Contracts Manager  
Jesse Waknitz, Environmental Manager

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:32)**

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

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:33-2:37\_**

James Taylor, Port Angeles, WA, wanted to commend the Port Commission and is proud of the Port's forward momentum.

**III. APPROVAL OF AGENDA (2:38-2:50)**

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

**IV. WORK SESSION**

No items

**V. APPROVAL OF CONSENT AGENDA (2:51-4:52)**

- A. Special Commission Meeting Minutes – October 29, 2024
- B. Vouchers in the amount of \$649,039.99
- Discussion
  - Motion to approve consent agenda as presented: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)

**VI. COMPLETION OF RECORDS (4:53-18:11)**

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

**VII. PLANNING AND CAPITAL PROJECTS**

No items

**VIII. LOG YARD**

No items

**IX. MARINE TRADES AND MARINE TERMINALS**

No items

**X. PROPERTY (18:12-25:56)**

- A. Item For Consideration - Project Macoma, LLC.
- Presentation: Cherie Gottschalk
  - Discussion
  - No Action



**XI. MARINAS**

No items

**XII. AIRPORTS**

No items

**XIII. OTHER BUSINESS (25:57-1:12:41)**

A. Item For Consideration - Facilities Maintenance Truck Replacement

- Presentation: Paul Jarkiewicz
- Discussion
- Motion to authorize the Executive Director to purchase a 2024 Ford F150 Lightning Pro EV through the Department of Enterprise Services State Vehicle Contract, precluding the need for a competitive bid process, in the amount of \$53,121.42 (including Washington State Sales Tax): Comm. McAleer
- 2<sup>nd</sup>: Comm. Burke
- Vote: 3-0 (Unanimous)
- There was consensus from the Commission that they are agreeable to purchasing the 2016 F550 dump truck from the Washington State Department of Enterprise System Surplus Operations.

B. Resolution Building Resilient Infrastructure and Communities (BRIC) Application

- Presentation: Katharine Fraizer
- Discussion
- Motion to introduce Resolution 24-1310, a resolution of the Port of Port Angeles on the subjects of authorizing Port staff to execute an application, grant agreement, and payment requests with the Washington State Military Department, Emergency Management Division (WAEMD), for the Federal Emergency Management Agency (FEMA) building resilient infrastructure and communities (BRIC) grant program: Comm. Burke
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)
- Motion to waive second consideration: Comm. Beauvais
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)
- Motion to introduce Resolution 24-1310, a resolution of the Port of Port Angeles on the subject of authorizing Port staff to execute an application, grant agreement, and payment requests with the Washington State Military Department, Emergency Management Division (WAEMD), for the Federal Emergency Management Agency (FEMA) building resilient infrastructure and communities (BRIC) grant program: Comm. Burke
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)

C. 2025 Budget, Tax Levy, and Comprehensive Scheme of Harbor Improvements  
**Public Hearing**

- Presentation on Budget & Tax Levy: Jennifer Baker and Paul Jarkiewicz
- Discussion
- No Action
  
- Presentation on Comp Scheme: Jesse Waknitz
- Discussion
- No Action
  
- **Public Hearing Opened: 9:56 am**  
***\*Public hearing will remain open, and the Port will accept any comments from the public until the November 19<sup>th</sup> meeting.***



- **Public Comment:**
  - James Taylor, Port Angeles, WA, commented on project Macoma and would like to understand more about its process. The Port Team will meet with Mr. Taylor at a mutually agreeable time and date to provide that detail.
  
- Motion to introduce Resolution 24-1307, a Resolution of the Port Commission of the Port of Port Angeles, a Municipal Corporation, Amending the Port of Port Angeles Comprehensive Scheme of Harbor Improvements to Update References to Current Port Budget and Strategic Plan: Comm. Burke
  - 2<sup>nd</sup> Comm. McAleer
  - Vote: 3-0 (Unanimous)
  
- Motion to introduce Resolution 24-1308, a Resolution of the Port Commission of the Port of Port Angeles Authorizing a Property Tax Levy: Comm. Burke
  - 2<sup>nd</sup> Comm. McAleer
  - Vote: 3-0 (Unanimous)
  
- Motion to introduce Resolution 24-1309, a Resolution Adopting the Final Budget for 2025: Comm. Burke
  - 2<sup>nd</sup> Comm. McAleer
  - Vote: 3-0 (Unanimous)
  
- D. Port Treasurer Resolution Update
  - Presentation: Paul Jarkiewicz
  - Discussion
  - Motion to extend the deadline of Resolution 24-1302 to December 31, 2024: Comm. Burke
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)
  
- E. IFC - Modification of Timber Advisory Committee Member Appointment
  - Presentation: Paul Jarkiewicz
  - Discussion
  - Motion to appoint Andy Gasow to fill the vacancy on the Timber Advisory Committee left by Randy Bartelt: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)

#### **XIV. ITEMS NOT ON THE AGENDA**

#### **XV. COMMISSIONER REPORTS**

#### **XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:12:42-1:23:00)**

Colleen McAleer, Clallam County EDC, Sequim, WA, provided the Commission with an update from the Opportunity Fund Board Meeting held on Friday, November 8, 2024. The update included the project requests for Opportunity Funds and the subsequent funding recommendations from the board for six applicants.

#### **XVII. FUTURE AGENDA**



**XVIII. NEXT MEETINGS (1:23:01-1:23:32)**

- A. November 19, 2024 – Special Commission Meeting – 8:00 am
- B. November 26, 2024 – Regular Commission Meeting - **CANCELLED**
- C. December 10, 2024 – Regular Commission Meeting - **CANCELLED**
- D. December 17, 2024 – Special Commission Meeting – 9:00 am
- E. December 24, 2024 – Regular Commission Meeting – **CANCELLED**

**XIX. UPCOMING EVENTS (1:23:33-1:23:58)**

- A. Pacific Marine Expo – November 20-22, 2024 – Seattle, WA
- B. WPPA/MARAD Marine Highway Roundtable – December 10, 2024 – Bellevue, WA
- C. WPPA Annual Meeting – December 11-13, 2024 – Bellevue, WA

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

**XX. EXECUTIVE SESSION (1:23:59-1:25:19)**

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 45 minutes. Following the executive session, the Port Commission is not expected to act.
- Discussion:
  - One (1) item concerning the 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 legal or financial risk. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i)
- Recess: 5 minutes
- Start Time: 10:30 am
- Extended: 5 minutes
- End Time: 11:20 am


Public Session of Commission Meeting Reconvened: 11:20 am

Commissioner Beauvais noted that no action will be taken resulting from the executive session.

**XXI. ADJOURN (1:25:20-1:25:30)**

Comm. Beauvais adjourned the meeting at 11:20 am.

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

  
Connie Beauvais, President

  
Steven Burke, Secretary