



REGULAR COMMISSION MEETING
Tuesday, January 28, 2025, 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**attended via Zoom*
Steve Burke, Commissioner
Paul Jarkiewicz, Executive Director

Caleb McMahon, Dir. of Economic Development
Braedi Joutsen, Clerk to the Board
Chris Hartman, Director of Engineering
Sarah Kuh, Management Accountant

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) (0:32-1:09)

None.

III. APPROVAL OF AGENDA (1:10-1:52)

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

IV. WORK SESSION (1:53-8:47), (33:30-1:06:10), (1:42:09-1:56:10)

A. Conduct Board Elections

- Motion recommending the officers for the 2025 year to be as follows: Comm. Burke to serve as Board President, Comm. McAleer as Vice President, and Comm. Beauvais to serve as Secretary, and to make the officer positions effective upon adjournment of the meeting: Comm. Beauvais
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)

B. Review of Port Representation

- Discussion
- No Action
- Will make changes as discussed

C. December Financial Report

- Presentation: Jennifer Baker
- Discussion
- No Action

**Comm. McAleer had to excuse herself from the meeting at 9:58 am*

D. Cash and Investment Report

- Presentation: Jennifer Baker
- Discussion
- No Action

E. New Truck Review

- Presentation: Paul Jarkiewicz
- The Commission and audience went outside to view the newly purchased Port vehicles, that were on display.
- No Action



V. APPROVAL OF CONSENT AGENDA (8:48-10:05)

- A. Special Commission Meeting Minutes – January 9, 2025
- B. Regular Commission Meeting Minutes – January 14, 2025
- C. Vouchers in the amount of \$403,924.75
 - Discussion
 - Motion to approve the consent agenda: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)

VI. COMPLETION OF RECORDS (1:06:11-1:38:53)

- A. 4th Quarter Operations Report
 - Presentation: Caleb McMahon, 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 (29:55-33:29)

- A. Item for Consideration – Olympic RC Modelers Term Lease & 2024 Report
 - Presentation: Caleb McMahon
 - Discussion
 - Motion to approve the non-standard items as outlined and execute a new term lease with Olympic RC Modelers as of February 1, 2025: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS (10:06-29:55)

- A. Item for Discussion - Commission Bylaws Review
 - Presentation: Braedi Joutsen
 - Discussion
 - Will bring back to next Commission Meeting
- B. Item for Consideration – Renew Delegation of Authority
 - Presentation: Paul Jarkiewicz
 - Discussion
 - Will bring back to next Commission Meeting
- C. Item for Consideration – Economic Adjustment Assistance Grant Match
 - Presentation: Katharine Fraizer
 - Discussion



- Motion to introduce Resolution 25-1315, a Resolution of the Board of Commissioners of the Port of Port Angeles Washington, committing matching funds to Clallam Economic Development Council's Federal Economic Development Administration Economic Adjustment Assistance (EAA) Grant for Economic Development projects in the forest products sector: Comm. Burke
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)
- Motion to waive second consideration: Comm. Beauvais
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)
- Motion to adopt Resolution 25-1315, a Resolution of the Board of Commissioners of the Port of Port Angeles Washington, committing matching funds to Clallam Economic Development Council's Federal Economic Development Administration Economic Adjustment Assistance (EAA) Grant for Economic Development projects in the forest products sector: Comm. Beauvais
- 2nd: Comm. Burke
- Vote: 2-0 (Passed) **Comm. McAleer abstained from the vote**

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS (1:38:54-1:39:49)

Comm. Beauvais shared that she has an email from Comm. Ozias regarding his meeting with Comm. Upthegrove, inviting him to our area and to meet with the Revenue Advisory Committee.

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:39:50-1:41:20)

James Taylor, Port Angeles, WA – wanted to ask the Commission if they know what's going on with the McKinley property, as there are contradicting reports floating around.

XVII. FUTURE AGENDA

XVIII. NEXT MEETINGS (1:41:19-1:41:35)

- February 11, 2025 – Regular Commission Meeting
- February 25, 2025 – Regular Commission Meeting
- March 11, 2025 – Regular Commission Meeting
- March 25, 2025 – Regular Commission Meeting

XIX. UPCOMING EVENTS (1:41:36-1:42:08)

- January 29-30, 2025 – WPPA Port and Maritime Day, Olympia, WA
- January 31st - February 8th, 2025– Seattle Boat Show, Seattle, WA
- February 23-24, 2025 – Northwest Aviation Conference, Puyallup, WA

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

XX. EXECUTIVE SESSION (1:56:11-1:57:34)

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 with an anticipated length of 20 minutes. Following the executive session, the Commission is not expected to take action.
- Discussion:
 - One (1) item concerning legal or financial risk. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i).



- Start Time: 11:00 am
- Extended: 3 minutes
- End Time: 11:20 am

Public Session of Commission Meeting Reconvened: 11:20 am

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

Commissioner Beauvais noted that we will now move the public meeting upstairs into the admin conference room so that Port Staff and the Commission can meet with Congresswoman Randall. She will adjourn the meeting from there; no action will be taken, and the public is invited to attend.

XXI. ADJOURN

Comm. Beauvais adjourned the meeting at 11:55 am.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS


Connie Beauvais, President



Steven Burke, Secretary