



**REGULAR COMMISSION MEETING**  
**Tuesday, February 25, 2025, at 9:00 am**  
**338 W. First St, Port Angeles, WA 98362**

**MINUTES**

**Time Specific Executive Session – 10:00 am**

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

Caleb McMahon, Dir. of Economic Development  
Braedi Joutsen, Clerk to the Board  
Chris Hartman, Director of Engineering  
Jennifer Baker, Director of Admin & Finance

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-4:55)**

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

*\*There were technical difficulties with the audio/video for the first few minutes*

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (4:56-5:14)**

None

**III. APPROVAL OF AGENDA (5:15-5:36)**

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

**IV. WORK SESSION (1:10:21-1:31:17)**

***Comm. McAleer excused from herself from the meeting at 10:40 am.***

- A. January Financial Report
  - Presentation: Jennifer Baker
  - Discussion
  - No Action
- B. Cash and Investment Report
  - Presentation: Jennifer Baker
  - Discussion
  - No Action
- C. West Port Angeles Boathaven RFQ Update
  - Presentation: Chris Hartman
  - Discussion
  - No Action
- D. Delegation of Authority Discussion
  - Presentation: Paul Jarkiewicz
  - Discussion
  - No Action

**V. APPROVAL OF CONSENT AGENDA (1:31:18-1:35:35)**

- A. Regular Commission Meeting Minutes – February 11, 2025
- B. Vouchers in the amount of \$431,893.29
  - Discussion
  - Motion to approve the consent agenda: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. Burke
  - Vote: 2-0 (Approved)



**VI. COMPLETION OF RECORDS**

No items

**VII. PLANNING AND CAPITAL PROJECTS**

No items

**VIII. LOG YARD**

No items

**IX. MARINE TRADES AND MARINE TERMINALS**

No items

**X. PROPERTY (1:35:36-1:38:20)**

A. Item for Consideration - Life Flight Network, LLC Term Lease

- Presentation: Cherie Gottschalk
- Discussion
- Motion to authorize the Executive Director to sign a new lease with Life Flight Network, LLC, per the terms and conditions as presented: Comm. Beauvais
- 2<sup>nd</sup>: Comm. Burke
- Vote: 2-0 (Approved)

**XI. MARINAS**

No items

**XII. AIRPORTS**

No items

**XIII. OTHER BUSINESS (5:37-1:00:33), (1:01:54-1:10:20)**

A. Item for Consideration – John Wayne Marina (JWM) Port Management Agreement Amendment, Resolution 25-1318

- Presentation: Jesse Waknitz
- Discussion
- Motion to introduce Resolution 25-1318, a resolution authorizing the Executive Director to submit a formal request to DNR for a PMA amendment to include aquatic land adjacent to John Wayne Marina: Comm. McAleer
- 2<sup>nd</sup>: Comm. Beauvais
- Vote: 3-0 (Unanimous)
- Motion to waive second consideration: Comm. Beauvais
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)
- Motion to adopt Resolution 25-1318, a resolution authorizing the Executive Director to submit a formal request to DNR for a PMA amendment to include aquatic land adjacent to John Wayne Marina: Comm. McAleer
- 2<sup>nd</sup>: Comm. Beauvais
- Vote: 3-0 (Unanimous)
- Motion to add this project to the 2025 budget and utilize contingency funds to pursue this project: Comm. Burke
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)

B. Item for Consideration – Sale of Abandoned Vessels, Resolution 25-1319

- Presentation: Marty Marchant
- Discussion



- Motion to adopt Resolution 25-1319, a resolution directing sale of abandoned vessels: Comm. Beauvais
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)

C. Item for Consideration – Waiver of Competitive Processes for Pollution Control, Resolution 25-1320

- Presentation: Paul Jarkiewicz
- Discussion

***Time Specific Item – Recessed regular meeting into Executive Session. The regular meeting reconvened at 11:10 am. Comm. McAleer excused herself during the Executive Session at 10:40 am for the remainder of the meeting.***

- Motion to introduce Resolution 25-1320, a resolution of the Port of Port Angeles Washington waiving competitive bidding requirements for certain public works special facilities and for pollution control facilities & certain purchases and contracts as allowed by RCW 39.04.280(1)(b) and RCW 70A.210.110 & adopting findings of fact in support: Comm. Beauvais
- 2<sup>nd</sup>: Comm. Burke
- Vote: 2-0 (Approved)

D. American Association of Port Authorities Leadership Summit – Travel Authorization

- Presentation: Paul Jarkiewicz
- Discussion
- Motion to authorize travel and expenses of \$6,000 each for Chris Hartman and Caleb McMahon to attend the AAPA Leadership Summit in Milwaukee, Wisconsin on May 19-22, 2025: Comm. Beauvais
- 2<sup>nd</sup>: Comm. Burke
- Vote: 2-0 (Approved)

**XIV. ITEMS NOT ON THE AGENDA**

**XV. COMMISSIONER REPORTS (1:38:21-1:43:05)**

Comm. Beauvais provided a summary of yesterday's Clallam County Revenue Advisory Committee meeting, which featured the new Washington State Lands Commissioner Dave Upthegrove.

**XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:43:06-1:43:15)**

None

**XVII. FUTURE AGENDA**

**XVIII. NEXT MEETINGS (1:43:15-1:43:20)**

- A. March 11, 2025 – Regular Commission Meeting
- B. March 25, 2025 – Regular Commission Meeting
- C. April 8, 2025 – Regular Commission Meeting
- D. April 22, 2025 – Regular Commission Meeting
- E. April 28, 2025 – Special Joint Commission Meeting – at Port

**XIX. UPCOMING EVENTS**

- A. April 22-24, 2025 – AFRC Annual Meeting, Stevenson, WA
- B. April 23-25, 2025 – Olympic Logging Conference, Victoria, B.C.

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



**XX. EXECUTIVE SESSION – TIME SPECIFIC 10:00 AM (1:00:34-1:01:53), (1:43:21-1:44:40)**

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

- Comm. Burke recessed the meeting to convene an executive session with an anticipated length of 60 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: 10:00 am
- Extended: 10 minutes
- End Time: 11:10 am

Public Session of Commission Meeting Reconvened: 11:10 am

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

- Comm. Burke recessed the meeting to convene an executive session with an anticipated length of 2 hours minutes. Following the executive session, the Commission is not expected to take action.
- \*Comm. McAleer rejoined the meeting during this Executive Session
- Discussion:  
Seven (7) items concerning legal or financial risk. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i).
- Recess: 7 minutes
- Start Time: 12:00 pm
- Extended: 5 minutes
- End Time: 2:05 pm

Public Session of Commission Meeting Reconvened: 2:05 pm

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

**XXI. ADJOURN (1:44:41-1:44:43)**

Comm. Burke adjourned the meeting at 2:05 pm.

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

Steven Burke, President

Connie Beauvais, Secretary