



REGULAR COMMISSION MEETING
Tuesday, May 27, 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/>

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

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

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

Comm. Burke 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 as presented: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)

IV. EXECUTIVE SESSION – TIME SPECIFIC 9:10 AM

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 1 hour. Following the executive session, the Commission may 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: 9:02 am
- Extended: 30 minutes
- End Time: 10:32 am

Public Session of Commission Meeting Reconvened: 10:32 am

V. OTHER BUSINESS – TIME SPECIFIC 9:45 AM

- A. Item for Consideration – Western Port Angeles Harbor Group Consent Decree
- Presentation: Jesse Waknitz
 - Discussion
 - Motion to authorize the Executive Director to execute the Consent Decree for the Western Port Angeles Harbor Site, and to make any minor non-substantive changes, i.e., relating to grammar, dates, etc.: Comm. McAleer
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)

VI. WORK SESSION

- A. Cash & Investment Report
- Presentation: Jennifer Baker
 - Discussion
 - No Action
- B. April Financial Report
- Presentation: Jennifer Baker
 - Discussion
 - No Action



VII. APPROVAL OF CONSENT AGENDA

- A. Regular Commission Meeting Minutes – May 13, 2025
- B. Vouchers in the amount of \$639,258.36
 - Discussion
 - Motion to approve the consent agenda as presented: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)

VIII. COMPLETION OF RECORDS

No items

IX. PLANNING AND CAPITAL PROJECTS

- A. Item for Consideration – Anchor QEA – Programmatic Maintenance Permitting
 - Presentation: Jesse Waknitz
 - Discussion
 - Motion to authorize the Executive Director to execute a Professional Services Agreement with Anchor QEA for the "Programmatic Maintenance Permitting" project of \$99,982.85: Comm. McAleer
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)

X. LOG YARD

No items

XI. MARINE TRADES AND MARINE TERMINALS

No items

XII. PROPERTY

No items

XIII. MARINAS

No items

XIV. AIRPORTS

No items

XV. OTHER BUSINESS

- A. Item for Consideration – Port Infrastructure Development Program (PIDP) 2024 Award Acceptance
 - Presentation: Katharine Fraizer
 - Discussion
 - Motion to direct the Executive Director to accept and sign the 2024 PIDP grant agreement with MARAD for a project total of \$11,250,000 (80% grant funded): Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
- B. Item for Consideration – Shore Power Design RFQ
 - Presentation: Katharine Fraizer
 - Discussion
 - Motion to authorize the Executive Director to execute a professional services agreement with Harbor Power Engineers for a total project cost not to exceed \$200,250.00, and to make any necessary minor amendments to the agreement: Comm. McAleer
 - 2nd: Comm. Beauvais



- Vote: 3-0 (Unanimous)

XVI. ITEMS NOT ON THE AGENDA

Comm. McAleer asked the Commission for a consensus to approve a memorial bench to be placed in the John Wayne Marina in remembrance of Ty Coone, who was lost at sea a week ago, Commissioners consented.

Comm. Beauvais shared that the City of Port Angeles has a 5 pm work session this evening to discuss future road projects.

XVII. COMMISSIONER REPORTS

Comm. Burke shared that Paul and he attended the WPPA Spring Conference in Spokane last week.

XVIII. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)

None.

XIX. FUTURE AGENDA

XX. NEXT MEETINGS

- A. June 10, 2024 – Regular Commission Meeting
- B. June 24, 2025 – Regular Commission Meeting **Comm. Burke will be absent*
- C. July 8, 2025 – Regular Commission Meeting
- D. July 22, 2025 – Regular Commission Meeting

XXI. UPCOMING EVENTS

- A. June 2, 2025 – Olympic Peninsula Academy Ribbon Cutting, Sequim, WA
- B. June 7-8, 2025 – Maritime Festival, Port Angeles, WA
- C. June 9, 2025 – Port Angeles Mills Tour, Port Angeles, WA
- D. June 10-12, 2025 – PNWA Summer Conference, Bellingham, WA
- E. June 25-27, 2025 – WPPA Finance & Administration Seminar, Walla Walla, WA
- F. July 9-11, 2025 – WPPA Directors Seminar, Leavenworth, WA
- G. July 21-23, 2025 – WPPA Commissioners Seminar, Leavenworth, WA
- H. July 24-25, 2025 – NWMTA Summer Meeting, Port of Kalama, OR

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

XXII. EXECUTIVE SESSION

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- Comm. Burke recessed the meeting to convene an executive session with an anticipated length of 30 minutes. Following the executive session, the Commission may 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: 10:50 am
- Recess: 2 minutes
- Extended: 30 minutes
- End Time: 11:52 am

Public Session of Commission Meeting Reconvened: 11:52 am




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

XXIII. ADJOURN

Comm. Burke adjourned the meeting at 12:40 pm.



Connie Beauvais, Secretary

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS


Steven Burke, President