



**REGULAR COMMISSION MEETING**  
**Tuesday, July 8, 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

Jennifer Baker, Director of Admin & Finance  
Caleb McMahon, Dir. of Economic Development  
Braedi Joutsen, Clerk to the Board  
Jenna Riley, Contracts & Procurement Manager  
Katharine Frazier, Grants & Govt. Affairs Manager

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:37)**

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

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:38-5:40)**

Tracy Hollister, Sequim, WA – spoke regarding rodent mitigation policy at John Wayne Marina.

Ralph Davisson, Port Angeles, WA – spoke regarding running for Port Angeles City Council, position 4, and general information gathering.

**III. APPROVAL OF AGENDA (5:40-7:49)**

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

**IV. WORK SESSION (7:50-7:53)**

No items

**V. APPROVAL OF CONSENT AGENDA (7:54-11:19)**

A. Regular Commission Meeting Minutes – June 24, 2025

B. Vouchers in the amount of \$1,250,492.63

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

**VI. COMPLETION OF RECORDS (11:20-24:13)**

A. Monthly Delegation of Authority Report

- Presentation: Paul Jarkiewicz
- Discussion
- No Action

**VII. PLANNING AND CAPITAL PROJECTS (24:14-1:01:58)**

A. Western Port Angeles Harbor Site Update

- Presentation: Jesse Waknitz
- Discussion
- No Action

B. Terminal 1 and Terminal 3 Cargo Efficiency Enhancements Alternative Analysis

- Presentation: Chris Hartman
- Discussion
- No Action



**VIII. LOG YARD**

No items

**IX. MARINE TRADES AND MARINE TERMINALS**

No items

**X. PROPERTY**

No items

**XI. MARINAS**

No items

**XII. AIRPORTS**

No items

**XIII. OTHER BUSINESS (1:02:07-1:22:12)**

- A. Letter of Endorsement: Osprey Logistics, LLC application to the FY2025 U.S. Marine Highway Program (MARAD)
  - Presentation: Katharine Frazier
  - Consensus from the Commission to sign the letter as presented: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)
- B. Letter of Endorsement: Bellingham Cold Storage, LLC application to the FY2025 U.S. Marine Highway Program (MARAD)
  - Presentation: Katharine Frazier
  - Consensus from the Commission to sign the letter as presented: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)
- C. Letter of Endorsement: Waste Connections, Inc. application to the FY2025 U.S. Marine Highway Program (MARAD)
  - Presentation: Katharine Frazier
  - Discussion
  - Consensus from the Commission to sign the letter with one modification: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)
- D. Letter of Support: Port Angeles Waterfront District's Application
  - Presentation: Katharine Frazier
  - Discussion
  - Consensus from the Commission to sign the letter with one modification: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)
- E. Item for Consideration: Opportunity Fund Agreement, Publicly Owned Kiln
  - Presentation: Katharine Frazier
  - Discussion
  - Motion to authorize the Commission President, Steve Burke, to sign the Opportunity Fund agreement with the Clallam County Commission Chair, Mike French: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. Burke
  - Vote: 2-0 (Comm. McAleer abstained from the vote)



- F. Letter of Endorsement: Makah Tribe's proposal for the "Multi-Use Barge Loading Facility (MBLF) Cargo Handling Operations Equipment Procurement" under the FY25 United States Marine Highway (USMH) Program grant opportunity
- Presentation: Katharine Frazier
  - Discussion
  - Consensus from the Commission to sign the letter with one modification: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)

**XIV. ITEMS NOT ON THE AGENDA**

No items

**XV. COMMISSIONER REPORTS (1:22:13-1:25:10)**

**XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:25:11-1:26:34)**

Ralph Davisson, Port Angeles, WA – spoke regarding the Terminal 1 and Terminal 3 Cargo Efficiency Enhancements Alternatives presentation.

**XVII. FUTURE AGENDA**

**XVIII. NEXT MEETINGS (1:26:35-1:26:44)**

- A. July 22, 2025 – Regular Commission Meeting
- B. August 12, 2025 – Regular Commission Meeting *\*Comm. McAleer excused absence*
- C. August 26, 2025 – Regular Commission Meeting
- D. September 9, 2025 – Regular Commission Meeting
- E. September 23, 2025 – Regular Commission Meeting

**XIX. UPCOMING EVENTS (1:26:45-1:27:11)**

- A. July 9-11, 2025 – WPPA Directors Seminar, Leavenworth, WA
- B. July 24-25, 2025 – NWMTA Summer Meeting, Port of Kalama, WA
- C. September 25-26, 2025 – WPPA Environmental Seminar, Union, WA

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

**Recessed Regular Meeting: 10:28 am**

**XX. EXECUTIVE SESSION**

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 may take action.
- Discussion:  
Four (4) items concerning legal or financial risk. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i).  
One (1) item concerning real estate sale, purchase, or lease. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(c).
- Recess: 2 minutes
- Start Time: 10:30 am
- Extended: 10 minutes
- End Time: 11:40 am

Public Session of Commission Meeting Reconvened: 11:40 pm

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



**Regular Meeting Resumed: 11:40 am**

**XXI. ADJOURN (1:28:21-1:28:32)**

Comm. Burke adjourned the meeting at 11:40 am.

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

  
Steven Burke, President  
Connie Beauvais, Secretary