

Friday Harbor Port District
Port Commission Meeting Minutes
San Juan Island Yacht Club
Wednesday May 10, 2023 at 12:00 pm

With Covid-19 restrictions lifted, the public is now able to attend the meeting in person. You may also dial into the meeting via Zoom. Please note that if you are attending via Zoom, it will be in listen only mode, and comments will not be able to be made. Comments can be e-mailed to the Port to be addressed to the commission during the public comment section.

Commissioners Present: Barbara Marrett
Graham Black

Port Staff Present: Todd Nicolson, Executive Director
Phyllis Johnson, Auditor
Tami Hayes, Harbormaster
Amber Garcia, Executive Assistant
Mike Roling, IT System Administrator

Public Present: Jill Belcovson, LWVSJ
Randy Cowley, Citizen
Les Kempton, Citizen

Citizen comments/requests: Citizens can make a brief comment or may ask the Commission to schedule a topic for further discussion at a future meeting. **None**

Consent Agenda:

- A. Approval of Minutes: April 26, 2023 Meeting Minutes
- B. Approval of Vouchers: Payroll and Vouchers #03698-03734 for \$257,223.96

Commissioner Black made a motion to approve all items in the Consent Agenda.
Commissioner Marrett seconded, all in favor, all items approved unanimously.

Action Items:

- A. Resolution # 23-001 FAA and WSDOT Application for the Friday Harbor Airport design, construction, and services during construction for replacement of existing runway underdrains. The amount of financial assistance requested for the project is \$1,866,667 with FAA funding 90% and WSDOT 5% of this project.

Commissioner Black made a motion to approve Resolution # 23-001 FAA and WSDOT Application for the Friday Harbor Airport design, construction, and services during construction for replacement of existing runway underdrains. Commissioner Marrett seconded, all-in favor, approved unanimously.

- B. Resolution # 23-002 FAA and WSDOT Application for the Friday Harbor Airport

Environmental Study and Environmental Assessment related to development of the undeveloped southwest airport property. The amount of financial assistance requested is \$957,112 with FAA funding 90% and WSDOT 5% of this project.

Commissioner Black made a motion to approve Resolution # 23-002 FAA and WSDOT Application for the Friday Harbor Airport Environmental Study and Environmental Assessment related to development of the undeveloped southwest airport property. Commissioner Marrett seconded, all-in favor, approved unanimously.

- C. Resolution # 23-003 WSDOT Application for purchases of an electric vehicle to be used for airport operations. The amount of financial assistance requested is \$70,000 with WSDOT 95% funding, with the Port responsible for 5% of the purchase.

Commissioner Marrett made a motion to approve Resolution # 23-003 WSDOT Application for purchases of an electric vehicle to be used for airport operations. Commissioner Black seconded, all-in favor approved unanimously.

- D. Approve Contract # 23-017 to PNW Civil, Inc. of Bellingham WA, for the runway underdrain replacement project. The amount of this contract is \$1,424,507. FAA has concurred with this amount, and the Port is requesting 90% funding by FAA and 5% funding by WSDOT.

Commissioner Marrett made a motion to approve Contract # 23-017 to PNW Civil, Inc. of Bellingham WA, for the runway underdrain replacement project. Commissioner Black seconded, all-in favor approved unanimously.

- E. Consider granting authority to the Executive Director to award the Jackson Beach Pavement Contract to the low bidder from the Port's Small Works Roster. The expected start of the contract will be the first week of June with completion by the end of July. 74% of this is funded by the Recreation Conservation Office (RCO).

Commissioner Black made a motion to grant authority to the Executive Director to award the Jackson Beach Pavement Contract to the low bidder from the Port's Small Works Roster. Commissioner Marrett seconded, all-in favor, approved unanimously.

- F. Consider authorizing the Executive Director to execute contracts in excess of the delegated authority for ongoing projects in the absence of a quorum of the Commission.

Commissioner Black made a motion to grant authority to the Executive Director to execute contracts in excess of the delegated authority for the continued development of the IOSA building not to exceed \$100,000 in the absence of a quorum. Commissioner Marrett seconded, all-in favor, approved unanimously.

G. Consider cancelling May 24, 2023 Commission Meeting due to absence of quorum.

Commissioner Marrett made a motion to cancel the May 24, 2023 Commission Meeting due to absence of quorum. Commissioner Black seconded, all-in favor approved unanimously.

Staff Reports:

Executive Director, Todd Nicholson

Mr. Nicholson shared that the Fire Department will be doing wildland fire training June the 11th behind the fire station on Mullis. They have obtained the ecology permit, have a safety plan, and will be sending out a public notice.

Commissioner Marrett would like the Executive Director to make sure they are not using foam or other chemicals to put out the fire and contact the Port's attorney to see if the Port would be liable, should the fire get out of control.

Port Commissioner and Committee Reports:

Commissioner Black shared that he would like to pursue finding a place on Port property to display flags and/or paddles from the local native tribes. Commissioner Marrett suggested contacting the Chief Interpretive Officer at American Camp to see what their process was for putting together their interpretive center, they have a collection of paddles out there.

New Business: Commissioners May Share Information or Introduce Topics for Discussion at a Future Meeting. **None**

Citizen comments/requests: Citizens can make a brief comment or may ask the Commission to schedule a topic for further discussion at a future meeting.

Former customer Les Kempton addressed the Commission, his wooden boat had been moored at Jensen Marina for 20 years. He put his boat up for sale and then immediately after the collapse the slip no longer went with the sale of the boat. He had two local buyers interested, but they did not have a place moor the boat. He moved his boat to Anacortes and put it up with the broker. With the recent approval of the transfers of moorage with vessel sales at Jensen Marina expiring on December 31, 2024, we is asking if he can have his slip back.

The Harbormaster will check after the meeting to see if the slip is available and will contact Mr. Kempton.

Adjourn: 12:47 PM



Graham, Black, Commissioner



Barbara Marrett, Commissioner