

**PORT OF GRAYS HARBOR
COMMISSION MEETING MINUTES**

March 12, 2024

The Port of Grays Harbor Commission Meeting March 12, 2024 was called to order at 9:00 AM. This meeting was both a virtual meeting conducted using Zoom and an in-person meeting. The public was able to access this virtual meeting using either the Zoom platform or by calling in.

Aaron Aschim led the flag salute.

Those in attendance at the meeting were as follows:

COMMISSION AND STAFF

Stan Pinnick	Commissioner
Phil Papac	Commissioner
Tom Quigg	Commissioner
Gary Nelson	Executive Director
Leonard Barnes	Deputy Executive Director
Arthur Blauvelt	Legal Counsel
Mike Folkers	Director of Finance & Administration
Randy Lewis	Director of Health, Safety & Environment
Kris Koski	Port Engineer
Alissa Shay	Satsop Business Park General Manager
Molly Bold	Westport Marina General Manager
Kayla Dunlap	Director of Government & Public Affairs
Lisa Benn	Accounting Manager
Aaron Aschim	Contracts Manager
Nolan Wyatt	Marine Terminal Superintendent
Cynthia Crisp	Reception
Chris Hunt	IT Director
Greg Dineen	Marine Terminal Superintendent
Emily Penttila	Satsop Business Park Business & Operations Assistant
Shannon Anderson	Business & Trade Development Assistant

VISITORS

Arnie Martin	Citizen
Linda Orgel	FOGH
Brian Blake	Ocean Companies
Mark Rydman	Ocean Gold
Clayton Franke	The Daily World
John Loudenback	Citizen

REPORTS:

Friends Landing 2024 Rate Adjustments

Alissa Shay, General Manager of Satsop Business Park, reported on the proposed changes to Friends Landing. They include an increase in the price of firewood and a general rate increase.

Small Works Roster Legislative Changes

Aaron Aschim, Contracts Manager, reported that during the 2023 legislative session new laws were enacted changing the small works roster process including an increase of the roster up to \$350,000, the number of bidders required and retainage requirements. He further reported that these changes go into effect on July 1, 2024.

T4 Expansion & Redevelopment Project Report

Kris Koski, Port Engineer, updated the Commissioners on the T4 Expansion Project. He reported on a new pre-construction process overview. He further reported that final bid documents should be completed by the end of March.

Kayla Dunlap, Director of Government & Public Affairs, reported that she will be doing outreach at the City of Hoquiam on March 25th and the City of Aberdeen on March 27th and updating them on the project.

Public Information Report

Kayla Dunlap, Director of Government & Public Affairs, reported that the 2024 State legislative session wrapped up last Thursday, March 7th and we were not successful in securing our \$3.5 million capital budget request for the T4 this session so it will remain the priority going into 2025. She further reported that WPPA will be reviewing all of its legislative priorities and watch areas at the Spring Meeting in May.

She reported that HB2354 (TIF Legislation) – passed and it requires the project analysis conducted by a local government prior to establishing a tax increment area

to assess impacts on local emergency medical services, public hospital services, and any other junior taxing districts. Requires mitigation agreements between local governments and affected public hospital districts. Requires arbitration if the local government and a public hospital district, fire protection district, or regional fire protection service authority cannot agree to a mitigation agreement.

She reported that HB1987 (.09 for Affordable Workforce Housing infrastructure and facilities) passed and it designates that affordable housing is specifically provided as an authorized use of revenue from the local sales and use tax for public facilities in rural counties.

She reported that HB1987 HB2039 (Appeals Process for Environmental and Land Use Matters) – passed and it modifies the process for direct review by the court of appeals for decisions issued by environmental boards that relate to clean energy projects. Extends without expiration the current process for direct review by the court of appeals for decisions issued by the environmental boards that do not relate to clean energy projects. Authorizes the consolidation of appeals arising out of the same projects when certain criteria are met. Modifies the jurisdiction of the pollution control hearings board to hear appeals arising pursuant to specified environmental laws.

She reported that HB1105 (Public Comment Technical Changes) - passed and it mandates a public agency that is required to solicit public comment for a statutorily specified period of time and provide notice that it is soliciting public comment to include in the notice the first and last date of the comment period and the time by which written public comment may be submitted. Subjects an agency to civil penalties for failure to include in a notice for public comment the first and last day of the comment period and time by which written comment may be submitted.

She reported on bills that died:

UW Offshore Wind Development Study (HB 2341)

Integrating Environmental Justice into Certain Project Decisions (HB 2070)

Even Numbered Election Years (HB 1932)

Unemployment Insurance Benefits for Striking or Lockout Workers: HB 1893

She reported on the PNWA Mission to Washington and that it was a full week of presentations, meetings and participatory sessions.

She reported that 4th grade tour invitations will go out to teachers this week and we are shooting for all tours to take place over a four-week period during the month of May.

Vessel Report

Leonard Barnes, Deputy Executive Director, reported that in February the Port had calls from 9 deep-water vessels and 5 barges, which resulted in 328,426 metric tons of cargo being handled. He reported that year to date the Port has had calls from 19 deep-water vessels and 6 barges resulting in 639,799 metric tons of cargo being handled.

Kayla Dunlap gave the virtual participation instructions.

VISITORS/PUBLIC COMMENTS:

Mark Rydman, Ocean Cold, spoke regarding the sale or lease of real estate at the Westport Marina.

Items discussed and action taken where required are as follows:

MINUTES:

1. By motion made by Commissioner Quigg seconded by Commissioner Papac and unanimously approved, the Commission adopted the Minutes of February 13, 2024, Regular Commission Meeting as recorded in the Minutes Book No. 23 on pages 54 through 61 inclusive.

VOUCHERS:

1. By motion made by Commissioner Quigg and seconded by Commissioner Papac the Commission unanimously approved for payment those Payroll Vouchers issued February 20, 2024, and March 5, 2024, ACH/Wire Transfers No. 99902106 through and including No. 99902127, and General Disbursement Vouchers No. 112046 through and including No. 112356 for payment in the amount of \$5,696,270.94.

ACTION ITEMS:

Authorization to Enter into Lease 2024-L363 with 7's Fab and Design, LLC

Alissa Shay, Satsop Business Park General Manager, reported 7's Fab and Design, LLC proposes to lease the 9.626 square foot Warehouse 41 and surrounding lands for the purpose of a specialty auto body shop. She further reported that the proposed lease is for 5 years with an option for a 2-year renewal with annual lease revenue of \$57,095 plus utilities.

A motion to authorize the Executive Director to negotiate and enter into Lease 2024-L636 with 7's Fab & Design, LLC was made by Commissioner Quigg seconded by Commissioner Papac. Motion passed with a vote of 3-0.

Approval of Rental Agreement No. 1207 with REG Grays Harbor, LLC

Shannon Anderson, Business & Trade Development Assistant, reported that REG has requested to rent the former paint booth for additional storage of parts & materials. She further reported that the agreement will be month to month with the ability to terminate with 30 days' written notice. She further reported that the rent will be \$1,440 per month.

A motion to Authorize the Executive Director to enter into Rental Agreement No. 1207 was made by Commissioner Quigg seconded by Commissioner Papac. Motion passed with a vote of 3-0.

RESOLUTIONS:

Resolution #3110: Acceptance of Contract No. 2187 Hungry Whale Site Cleanup

Aaron Aschim, Contracts Manager, reported that the project awarded to Anderson Environmental Contracting for the removal of the convenience store & fuel tanks along with the mass excavation of contaminated soil has been completed. He further reported that mobilization took place on July 24, 2023, excavation and backfill of the site were completed on September 1, 2023 with project closeout on September 5, 2023.

Motion to adopt Resolution No. 3110: *Completion and Acceptance of Contract No. 2187, Hungry Whale Cleanup* was made by Commissioner Quigg and seconded by Commissioner Papac. Motion passed with a vote of 3-0. Resolution adopted.

Resolution #3111: Acceptance of Contract No. 2208 Satsop Haul Road Bank Protection Project, Phase 2

Aaron Aschim, Contracts Manager, reported the project awarded to Rognlin's Inc. for the Haul Road Protection Project Phase 3 has been completed. He further reported that mobilization took place on July 5, 2023 with construction and placement of log jacks taking place between July 19, 2023 and July 24, 2023.

Motion to adopt *Resolution #3111 Completion and Acceptance of Contract No. 2208 Satsop Haul Road Bank Protection, Phase 2* was made by Commissioner Quigg

seconded by Commissioner Papac. The motion passed with a vote of 3-0. Resolution adopted.

Resolution #3112: Declare Surplus and Authorize the Sale of Certain Personal Property of the Port of Grays Harbor

Mike Folkers, Director of Finance & Administration, reported that the Executive Director is retiring at the end of the month and has expressed interest in purchasing certain items at fair market prices from the Port.

Motion to adopt *Resolution #3112 Declare Surplus and Authorize the Sale of Certain Personal Property of the Port of Grays Harbor* was made by Commissioner Quigg seconded by Commissioner Papac. The motion passed with a vote of 3-0. Resolution adopted.

VISITORS/PUBLIC COMMENTS:

None

NEW BUSINESS:

None



There being no further business to come before the Commission, the Regular Meeting recessed at 10:20 a.m.

The Board then went into Executive Session to consider the acquisition, sale or lease of real estate and to discuss with Port's legal counsel matters relating to agency enforcement actions, litigation or potential litigation, to review the performance of a public employee and to evaluate the qualifications of applicants for public employment. No action to be taken during Executive Session. No action to be taken when the Commission reconvenes.


It was announced that the Executive Session would start at 10:30 a.m. and last 60 minutes.

The Executive Session ended at 11:30 a.m. The Regular Meeting adjourned at that time.



President

ATTEST:



Secretary

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