

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

November 17, 2010

Clinton, Washington

Commissioners Present: Geoff Tapert (Freeland), Chris Jerome (Langley) and Curt Gordon (Clinton)

Others Present:

Port Staff: Ed Field (Port Manager), Dane Anderson (Port Finance Manager), and Molly MacLeod-Roberts

Clinton Resident: Mikkel Hustad

MEETING CALL TO ORDER: The Special Meeting was convened by the Board of Commissioners on November 17, 2010, in the Meeting Room at St. Peter's Lutheran Church located at 6309 Wilson Place in Clinton, WA., following the Public Hearing on Surplus of 14.04 acres of upland property at Possession Beach Waterfront Park. As announced, the purpose of the Special Meeting was to address business issues as identified on the Agenda, along with any recent updates or design and permit issues. Commissioner Geoff Tapert (President) called the Special Meeting to order at 8:15 p.m.

BUSINESS MEETING:

1. Minutes for Approval: Minutes from the Regular Meeting of October 12 and the Public Hearing for the Preliminary Budget for 2011 of October 12, 2010.

ACTION: A Motion was made by Jerome and seconded by Gordon to approve the Minutes as presented. The Motion passed unanimously.

2. Port Operations Manager – Commission Approval of (Revised) Employment Agreement

(EXHIBIT A): Gordon explained that he had previously requested the Agreement be revised for clarification of the employment term. He said the Staff did a great job with the revision.

ACTION: A Motion was made by Gordon and seconded by Tapert to approve the revised Employment Agreement for Port Operations Manager Ed Field as presented. The Motion passed unanimously.

PROJECT ACTION ISSUES:

1. South Whidbey Harbor – Design & Permit Updates since November 9 Meeting (if any): Field said Staff is working on a number of issues related to permitting. One of them is the vibratory vs. impact hammer issue. He met with Reid Middleton at their office on Monday to review the float & ramp project, the impact hammer issue, and also the potential Phase 1A reconfiguration proposed by Gordon last week. Reid Middleton's first reaction to the reconfiguration was similar to the Staff's: Permit-wise, it's not bad. It might not be that hard to get a permit revision because it looks the same, with a lot of similarities. Engineering-wise, Reid Middleton said there are a lot of questions, but no big red flags. They noted that the moving the breakwater to shallower water made the in-shore anchoring easier, but it would also get a little more complicated because it would be closer to the sunken tire reef. Field summarized Reid Middleton's response as, "There was head scratching and 'that could work' type of questions as opposed to 'no, that'll never work' kind of stuff." The connector float would have to be beefed up, but that wasn't a deal breaker. The suggestion was made to shorten it up instead, but Reid Middleton said they liked the idea of "keeping that 90 degree structure because everything is done and you don't have to do anything different." There were some real advantages to the reconfiguration as well as some challenges. Field

asked Shannon Kinsella of Reid Middleton to email her reaction technically with respect to the engineering issues, the engineering design schedule impact and the cost to do it. Reid Middleton saw the potential to get a reduced first project cost as having real appeal, knowing that the Port is trying to get over that hurdle.

Anderson reported that the Department of Health (DOH) responded to a request from the Tulalip Tribe because of their inclusion on the Determination of Non-Significance from the SEPA (State Environmental Policy Act) process. Field said the Tribe's first reaction was not immensely positive or hugely negative – it was a moderate response, but they are weighing in. Anderson explained that the Tulalip Tribe has asked how our project affects the closure area for their traditional shellfish and fishing grounds. The initial draft determination from DOH is that it expands by a little bit, but the DOH did not take into account the fact that we are doing a phased construction project. The Port's response to them will be, "We're doing a phased construction project. Since we've been tracking usage at the harbor for over a year now, we have good indication of user days, how many boats are there on average and at peak, etc." Anderson further explained that information has an impact on the Tribe's closure area, because that area is determined by number of vessels, whether or not there are on-shore toilet facilities, whether or not there is a pump-out barge, etc. He said the Port is working with DOH to try to keep our closure as minimal as possible (and maybe even less than it is currently). Field noted that there is an existing closure area because of the existing marina and existing sewer outfall, so it's a matter of adjusting it for the new project.

There a lot of details that Staff will continue to work on. Since the next regular meeting isn't until December 14th, he suggested the Port hold a special meeting on December 7th or 8th for the purpose of signing vouchers and discussion of design & permitting issues, assuming Reid Middleton has provided their initial response and other requested information by then. The Commission agreed. Field said he would update the Commission via email when he hears from Reid Middleton and schedule the special meeting accordingly.


ADJOURNMENT: The meeting was adjourned at 8:30 p.m.

Approved:



Commissioner Geoff Tapert, Freeland

Minutes prepared by:



Edwin S. Field, Port Manager



Commissioner Chris Jerome, Langley



Commissioner Curt Gordon, Clinton

Exhibit A: Port Operations Manager Employment Agreement (2011+)