

**PORT OF GRAYS HARBOR
COMMISSION MEETING MINUTES**

August 8, 2023

The Port of Grays Harbor Commission Meeting August 8, 2023 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
Chris Hunt	Director of Information Technology
Janet Blackmun-Johnson	Accounting Specialist
Aaron Aschim	Contracts Manager
Nolan Wyatt	Marine Terminal Superintendent
Jared Erwin	Engineering Intern
Cynthia Crisp	Reception

VISITORS

Arnold Martin	Citizen
Clayton Franke	The Daily World

REPORTS:**Second Quarter Financial Review**

Mike Folkers, Director of Finance and Administration, reported on the Port's 2nd Quarter Financial Review. Mr. Folkers' quarterly financial review provides staff and Commissioners the opportunity to re-evaluate business trends using the most current customer forecasts and market analysis, and to quickly respond to changing market conditions impacting customer and Port operations. The Port proactively updates forecasts based on this evaluation to ensure business and financial objectives are achieved.

Engineering Intern

Aaron Aschim, Contracts Manager, introduced Jared Erwin, the Port's Engineering Intern. Mr. Erwin reported on the projects he completed and participated in this summer.

Hungry Whale Project

Aaron Aschim, Contracts Manager, gave an update on the progress of the Hungry Whale demolition and abatement as well as the excavation removal of underground storage tanks.

Haul Road Project

Aaron Aschim, Contracts Manager, gave an update on the Haul Road erosion mitigation including the log jack construction and placement.

T4 Expansion & Redevelopment Project Report

Kris Koski, Port Engineer, updated the Commissioners on the T4 Expansion Project. His report included continued review of the 60% design as well as ongoing efforts to optimize the rail layout and rail operations. He reported that the project can now be viewed at the website <https://www.portofgraysharbor.com/t4-project> and comments can be made on the SEPA.

Kayla Dunlap, Director of Government & Public Affairs reported that the Port submitted a grant application to the Grays Harbor County .09 Committee. She further reported that we should know about an award by the end of the year.

Public Information Report

Kayla Dunlap, Director of Government & Public Affairs, reported that Marine Terminal tours are ongoing and there is a waiting list. She further reported that another date is planned for September. She also reported that Westport Marina tours have been scheduled.

Molly Bold, General Manager Westport Marina, gave a social media update on the Westport Marina Facebook Page and Alissa Shay, General Manager Satsop Business Park, gave a social media update on the Friends Landing Facebook Page.

Vessel Report

Leonard Barnes, Deputy Executive Director, reported that in July the Port had calls from 5 deep-water vessels, which resulted in 152,009 MT of cargo being handled. Year to date there have been 54 deep-water vessels and 20 barges for a total of 1,908,997 MT of cargo.

Kayla Dunlap gave the virtual participation instructions.

VISITORS/PUBLIC COMMENTS:

Arnold Martin thanked the Commission for the improvements to the sound.

Items discussed and action taken where required are as follows:

MINUTES:

1. By motion made by Commissioner Pinnick seconded by Commissioner Quigg and unanimously approved, the Commission adopted the Minutes of July 13, 2023, Regular Commission Meeting as recorded in the Minutes Book No. 22 on pages 244 through 249 inclusive.

VOUCHERS:

1. By motion made by Commissioner Quigg and seconded by Commissioner Pinnick the Commission unanimously approved for payment those Payroll Vouchers issued July 20, 2023, and August 4, 2023, ACH/Wire Transfers No. 99901990 through and including No. 99902006, and General Disbursement Vouchers No. 110568 through and including No. 110780 for payment in the amount of \$4,342,125.93.

ACTION ITEMS:**Authorization to Enter into Interlocal and License Agreement 2023-L614 with Grays Harbor College at the Satsop Business Park**

Alisa Shay, General Manager Satsop Business Park, reported that the Grays Harbor College CDL training and testing program has grown and the College would like to enter into a new agreement with the ability to use 3.7 acres behind the Olympic View Warehouse for parking vehicles and instruction.

A motion to authorize the Executive Director to negotiate and enter into Interlocal and License Agreement 2023-L614 with Grays Harbor College was made by Commissioner Pinnick seconded by Commissioner Quigg. Motion passed with a vote of 3-0.

Authorization to Execute Contract No. 2221 with Lochner for Consultant Services for Port Industrial Road Pavement Preservation Project

Kris Koski, Port Engineer, reported that Port Industrial Road was last paved in 2010 and the Port was awarded a Surface Transportation Program (STP) grant to repave it. He further reported that the Port will require an engineering consultant to assist with planning and permitting of the project and has identified the firm of H.W. Lochner, Inc. through a competitive qualifications-based selection process.

A motion to authorize the Executive Director to execute Contract No. 2221 with H.W. Lochner, Inc. for consultant services was made by Commissioner Quigg seconded by Commissioner Pinnick. Motion passed with a vote of 3-0.

Authorization to Enter into License Agreement 2023-L617 with Grays Harbor College for Scale Shack in Support of CDL Program

Alisa Shay, General Manager Satsop Business Park, reported that the growing Grays Harbor College CDL training program would like to utilize the "scale shack" located behind the Olympic View Warehouse for instructional space.

A motion to authorize the Executive Director to negotiate and enter into License Agreement 2023-L617 with Grays Harbor College was made by Commissioner Pinnick seconded by Commissioner Quigg. Motion passed with a vote of 3-0.

Authorize the Executive Director to Negotiate and Enter into a Settlement Agreement with Floatglass USA, Inc. for Termination of Lease 2022-587

Alisa Shay, General Manager Satsop Business Park, reported that the Port and Floatglass entered into a lease agreement for Warehouse 17 on August 1, 2022 however they now desire to terminate that lease.

A motion to authorize the Executive Director to negotiate and enter into a settlement agreement with Floatglass USA, Inc. was made by Commissioner Quigg seconded by Commissioner Pinnick. Motion passed with a vote of 3-0.

RESOLUTIONS:

Authorization for Sale of Abandoned Vessel at Public Auction

Molly Bold, General Manager Westport Marina, reported that the owners of the f/v CF Todd Nina have been repeatedly sent monthly statements informing them of moorage, electric and non-registration charges due. She further reported that in May of 2023, the vessel was seized for non-payment of Port charges and a certified letter sent to the owners.

Motion to adopt Resolution No. 3091: *Authorizing the Sale at Auction of Abandoned Vessels* was made by Commissioner Pinnick. Commissioner Pinnick then made an amendment that the vessel CF Todd Nina be removed from the Westport Marina within 30 days. Commissioner Quigg seconded the amendment. The amendment passed with a vote of 3-0. Commissioner Quigg seconded the original motion. The motion passed with a vote of 3-0. Resolution adopted.

VISITORS/PUBLIC COMMENTS:

None

NEW BUSINESS:

Randy Lewis, Director of Health, Safety and Environment reported that Grays Harbor County will be submitting a Shoreline Planning Competitive Sea Grant application to the Department of Ecology to fund the Channel Migration Zone Mapping, Sea Level Rise Vulnerability and Risk Assessment, and to develop a Shoreline Permit Tracker. He further stated that they are requesting support for their application.

Executive Director Gary Nelson reported on the following:

- The Shipping Club golf outing is this afternoon
- Next week on the 16th-18th Leonard, Art and Gary will be in Omaha meeting with AGP on the T4B Expansion
- The Commission Meeting in September will be at McCausland Hall
- GGHI Showcase at the South Beach on September 15

There being no further business to come before the Commission, the Regular Meeting recessed at 10:50 AM.

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 and to review the performance of a public employee. No action to be taken during Executive Session.

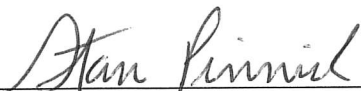
It was announced that the Executive Session would start at 10:55AM and last 35 minutes.

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



President

ATTEST:



Secretary