



Port of Brownsville
Minutes of Special Session Meeting
15 January 2013

CALL TO ORDER

Commissioner Jack Bailey called the Special session meeting to order at 5:11 PM. In attendance were Commissioner Allen Miller, Commissioner Bob Kalmbach and Port Manager Jerry Rowland.

APPROVAL OF AGENDA

Bob Kalmbach made a motion to approve agenda. Motion seconded by Allen Miller and approved unanimously.

APPROVAL OF JANUARY SPECIAL VOUCHERS

Bob Kalmbach made a motion to approve the January special vouchers 28016 through 28019 for a total of \$44,306.76. Allen Miller seconded the motion and it was approved unanimously.

REVIEW AND AWARD OF BOAT LAUNCH DOCK REPLACEMENT CONTRACT

Jerry Rowland discussed the Change to the bid request. The aluminum size was changed to ½” based on the engineers review. The deck covering was changed to Micromesh based on Jack Bailey’s comment in the regular meeting. Bob Kalmbach asked if these changes had to be announced and the bidding cycle start all over. Jerry Rowland stated that since the only complete bid package was from Northwest Docks, there was no requirement to start the bidding cycle all over. Jack Bailey made a motion to approve Change Order #1 to the bid package. Allen Miller seconded and the motion passed unanimously.

Bob Kalmbach made a motion to enter into contract with Northwest Docks. Allen Miller seconded the motion and it passed unanimously.

PUBLIC COMMENT

Jerry Rowland brought up the letter that was required to be signed by the Commissioner to approve the procedure of replacing the culvert under Ogle Road by NAVFAC. Jack Bailey made the comment that the culvert will be a problem since the existing one is already plugged with mud and rock. Bob Kalmbach agreed that replacing the culvert was a good idea and this program allowed this without the Port having to pay for it. Commissioners signed the letter to proceed.

Jerry Rowland also announced that the Kitsap County was going to submit an application to designate the Kitsap Peninsula Water Trail as the National Park Water Trail and they are looking for a letter of support. Since the Port of Brownsville is part of the existing water trail, the Port of Brownsville support would be important. Discussion by the commissioners resulted in all concurring that this was a good idea. The letter of support was signed by the commissioners.



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Jack Bailey announced there is a program about the Port Marinas on the local Channel 12 of Bremerton. He also added that Kitsap County recently passed an agreement that you would be able to work with the contractors before bidding. This will help with making sure there is good understanding of the project being bid on.

CLOSE MEETING / ADJOURN

Commissioner Bob Kalmbach made a motion to adjourn, Commissioner Allen Miller seconded. Motion was passed unanimously. Meeting adjourned at 5:31 PM.

President/Commissioner

Secretary/Commissioner

Commissioner

Recording Secretary