



Port of Brownsville

Minutes of Meeting

7 December 2011

CALL TO ORDER

Commissioner Allen Miller called the regular session of the meeting to order at 7:01 PM. In attendance were Commissioner Bob Kalmbach, Commissioner Jack Bailey, Port Manager Jerry Rowland, Assistant Port Manager Gregg Faulkner, Port Attorney John Mitchell and Port Accountant Dennis Bryan.

PLEDGE OF ALLEGIANCE

Commissioners led pledge of allegiance.

APPROVAL OF AGENDA

Motion made to approve agenda as written. Bob Kalmbach questioned the timeliness of the oath of office that was on the agenda, citing he thought it was to be performed in January. Jerry Rowland stated it can be done in either December or January and has been done in December in the past. Motion seconded and approved unanimously.

COMMISSIONER BAILEY RE-ELECTION OATH OF OFFICE

Commissioner Allen Miller swore in Commissioner Jack Bailey for a six year term of office.

APPROVAL OF CONSENT AGENDA

Motion made to accept consent agenda. Consent agenda includes the 16 November 2011 regular meeting minutes, vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, which have been recorded on a listing and has been made available to the public. Those vouchers approved for payment are included in the audited and certified list and further described as follows: December 2011 General Fund voucher numbers 27202 through 27229 for a total amount of \$21,450.86. Also approved for payment was December Electronic Transfer voucher numbers 2011-98 through 2011-99 for a total amount of \$1,725.74.

Motion seconded and approved unanimously.

PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA

None

PRESENTATION TO OR BY THE BOARD

None

FINANCIAL REPORTS

Because this meeting was early in the month the County had not sent out the financial reports yet for reconciliation. Port Accountant Dennis Bryan will present the November and December end of month reports in January.

INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Managers Report – Attached. Jack Bailey asked when the new main walkway ramp would be finished. Jerry Rowland stated it would be finished that evening. Jack reported that the old ramp was slippery and he fell recently so he was glad to see the new one being installed.
- b. Commissioner Report – Most of the commissioners had no report. Jack Bailey reminded everyone that the opening day of WPPA Annual meeting was soon and he would be looking for good information.
- c. Standing Committee Report –None

OLD BUSINESS

- a. Security Contract. The Commissioners had a study session at 6:30 pm. This issue was discussed and a consensus was reached. The Port has received four bids: Pierce County Security/Pacific Coast Security; Safe Security; On Guard Security; and Rush Security. The low bid was from Pierce County Security / Pacific Coast Security. Bob Kalmbach made a motion to enter into a contract with Pierce County Security/Pacific Coast Security for Port security needs starting January 1, 2012. Jack Bailey amended the motion to include that the company consider hiring the current Port security staff. Motion amendment was added and the Jack Bailey seconded the amended motion. Motion passed unanimously.

Jerry Rowland reminded the commissioners that this would require a tariff resolution which will be presented at the next meeting in January 2012.

NEW BUSINESS

- a. Resolution 11-09 - Revise Personnel Policy Manual Section 10.2 Medical / Dental Benefits. Deferred until January. A new 2012 resolution number will be assigned.
- b. Resolution 11-10 - Revise Personnel Policy Manual Section IV Compensation Policies and Procedures. Deferred until January. A new 2012 resolution number will be assigned.
- c. Bonds – Jim Blumenthal
Deferred until January.

PUBLIC COMMENT

Ned Cook asked if the new security company was going to cover the absence of Arnie, the security person who was injured. Jerry Rowland stated that the second security person was going to cover this absence until January 1, 2012, when the new contract would take effect.

Dennis Bryan and the Commissioners bid everyone Merry Christmas and Happy New Year.

Jack Bailey reminded everyone that there would be a public hearing concerning the bond indebtedness.

EXECUTIVE SESSION

None

CLOSE MEETING / ADJOURN

Bob Kalmbach made a motion to adjourn and Jack Bailey seconded. Motion passed unanimously. Meeting adjourned at 7:35 PM.

President/Commissioner

Secretary/Commissioner

Commissioner

Recording Secretary