



PORT OF BROWNSVILLE

9790 Ogle Rd • NE Bremerton, WA 98311
Office: 360-692-5498 • FAX 360-698-8023
pob@portofbrownsville.org

Commissioners:

Shaun Nye
Fred Perkins
Jack Bailey

February 12, 2020

CALL TO ORDER

Commissioner Shaun Nye called the regular session of the meeting to order at 6:00 PM. In attendance were Commissioner Jack Bailey, Commissioner Fred Perkins, Interim Port Manager Wendy Smith, Port Auditor Joe DaBell and Port Attorney Neil Wachter.

PLEDGE OF ALLEGIANCE

Commissioners led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Bailey made a motion to approve the agenda as written. Commissioner Perkins seconded the motion. Motion was approved unanimously.

APPROVAL OF CONSENT AGENDA

Consent agenda includes the Meeting Minutes for January 8, 2020 and 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 have been made available to the public. Those vouchers approved for payment are included in the audited and certified list and further described as follows: January 2020 voucher numbers 42801 through 42819 for a total amount of \$37,965.25. Also approved for payment was February 2020 voucher numbers 42820 through 42851 for a total amount of \$93,460.45 and electronic transfer voucher numbers 2020-07 through 2020-10 for a total amount of \$7,408.75 and February 2020 electronic voucher numbers 2020-11 through 2020-14 for a total amount of \$5,980.35.

Motion made by Commissioner Bailey to approve consent agenda as written. Motion was seconded by Commissioner Perkins. Motion was approved unanimously.

PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA

Charlene Holmes – Commodore Brownsville Yacht Club

Spoke about the issue with use of the Yacht Club room for the Audit. Referred to the lease indicating 5 days per month of use. She wanted to have a discussion on some sort of compensation and would like everyone to enter and leave through the Yacht Club doors not through the Port office.

Steve Neuhauser

Steve asked about Arnold Haskin's vessel and the status of it. Interim Manager Smith gave an update on working with the insurance company and that this issue may be turned over to legal. Steve submitted a copy of the letter that Port of Keyport sent out to derelict vessels. Asked what the port has planned to deal with our derelict vessels. Commissioner Nye said the plan will be in writing.



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PRESENTATIONS TO OR BY THE BOARD

2019 BAD Coordinator – Majorie Rowland

Marjorie reported that all funds had been received from Rotary and each elementary school would be receiving \$1034.83. February 26 is the school board meeting and they have Port of Brownsville on their agenda to distribute their checks. Marjorie thanked the commission for their support.

Commissioner Perkins

Suggested this to be a feedback corner. Commissioner Perkins touched on the various items that have been addressed from garbage costs, to moorage raises etc. and gave a little feedback on each item.

FINANCIAL REPORTS

CPA Fancher gave a lengthy background and history of timelines, audit items, reporting issues and prior findings. She also gave her Cash Flow Statement Reports for December 31, 2019 and January 31, 2020.

INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager Report – Attached. Wendy reported about the various port happenings since the last meeting.
- b. Maintenance Report – Attached. Wendy read the maintenance report for Brownsville.
- c. Commissioners Report – Commissioner Perkins said he had nothing new to report. Commissioner Bailey said he did not attend WPPA Port day on January 28 due to weather but he did attend the Kitsap All Ports Meeting on January 27. He touched on some of the items brought forward from the other ports. Commissioner Nye also attended the All Ports meeting and attended the Port of Shelton Commission meeting to thank the commission for Wendy's time etc. Excited to continue with the All Port's meeting and has made a suggestion to include all of Mason County Ports also and he is hopeful to continue including Kilmer's office and WPPA at these meetings.
- d. Commissioner Perkins reported that he had met again with the committee and will be doing a walk of the docks soon. They have requested a survey of the breakwater and docks to ensure underwater they are still intact and operational. There is talk of outsourcing the maintenance of the bathrooms.

OLD BUSINESS

- a. Boat Compliance list – Wendy gave highlights of the compliance list.
- b. Resolution 19-05 – Rules and Regulations - Tabled

NEW BUSINESS

- a. WPPA Trustee Representative – Commissioner Perkins moved to nominate Commissioner Nye to be the Trustee Representative to the Washington Public Ports Association. Commissioner Nye seconded the motion.
Commissioner Nye – Aye
Commissioner Perkins – Aye
Commissioner Bailey – Abstained



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Motion Carries.

b. Resolution 20-03 – Claims Agent

Interim Manager Smith read the resolution bringing up to date. Commissioner Perkins made a motion to approve resolution 20-03 appointing an agent to receive claims for the Port of Brownsville and waive the second reading. Commissioner Nye seconded the motion.

Commissioner Nye – Aye

Commissioner Perkins – Aye

Commissioner Bailey – Aye

Motion Carries.

Commissioner Bailey said he would like to do the same thing for a public records officer as the appointed person is now gone.

c. Commissioner Meeting Attendance

Commissioner Perkins would like a report for every meeting attended whether commission. He handed out meetings that they plan to attend in the next year.

PUBLIC COMMENT

Joe Palme

Joe spoke of the grievance paperwork he filed, and that the manager has not responded to his grievance. He is concerned with the derelict vessels and the port's inaction.

Sally Hass

Sally suggested the commissioners come up with a way to dialogue with the tenants. She suggested maybe a once a month coffee or something like that.

Marjorie Rowland

Marjorie gave an update to the Kitsap Maritime project. They figure the project should be moved and completed by end of June/July. She also reported the name has been changed from Fiddler's Dream to the Kitsap.

Dave Tibbetts

Brought up pump out issues. He said most often boats are parking in front of the Mini Loo and blocking the pump out. Asked if the port could post "No Parking" to eliminate this.

EXECUTIVE SESSION – RCW 42.30.110

Commissioner Nye recessed the regular meeting at 7:35PM to go into executive session for evaluation of the performance of a public employee RCW 42.30.110 (1)(f). Will be on break prior to starting the executive session. Duration is expected to be 20 minutes. At 8:00 PM Commissioner Nye announced they need 15 minutes more.



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Commissioner Nye announced they are back in regular session at 8:15PM and there are no decisions.

CLOSE MEETING / ADJOURN

Next Meeting March 11, 2020.

Meeting was adjourned at 8:17 PM.

President / Commissioner

Secretary / Commissioner

Commissioner

Recording Secretary