



PORT OF BROWNSVILLE

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

Commissioners:

Fred Perkins
Jack Bailey
Shaun Nye

April 14, 2021

CALL TO ORDER

Commissioner Fred Perkins called the regular session of the on-line meeting to order at 6:00 PM. In attendance were Commissioner Jack Bailey, Commissioner Shaun Nye, CPA Jan Fancher, Maintenance Manager Jerry Williams. Auditor Joe DaBell and Attorney Jon Sitkin, Chmelik Sitkin and Davis.

PLEDGE OF ALLEGIANCE

Commissioners led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Nye made a motion to approve the agenda as written. Commissioner Bailey seconded the motion. Commissioner Perkins mentioned Attorney Sitkin was going to give an update on new legislation and would like to place that under item 8d and made a motion to amend the agenda with that addition. Commissioner Bailey seconded the motion. All in favor of the agenda as amended.

APPROVAL OF CONSENT AGENDA

Consent agenda included Meeting Minutes for March 10, 2021 and Special Meeting Minutes for April 7, 2021, 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 checks approved for payment are included in the audited and certified list and further described as follows: Accounts Payable: Check Numbers 50131-50165 and 50167 in the amount of \$96,295.02. Electronic Payments 3/19/2021 – 4/14/2021 in the amount of \$1,987.12 for a Total Accounts Payable of \$107,280.12. Payroll & Payroll Liabilities: Check No. 50166 for \$25.00 and Electronic Payments 3/19/2021 – 4/14/2021 in the amount of \$44,758.02 for Total Payroll & Payroll Liabilities \$44,783.02. Total General Fund checks and electronic payments in the amount of \$152,063.14.

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

Commissioner Perkins explained the Special Meeting rules for the Special Meeting. The administrative items to be held weren't ready for the meeting. The meeting ended up being an executive session only. Commissioners cannot engage in port business outside of port meetings.

PUBLIC COMMENT – Citizen comments for items not on the agenda.

Tammy Cox



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Representing the Brownsville Community Group. Still requesting top priorities of 2021. Hoping for a response on top five or so items. Thank you to Jerry for Maintenance Items he is managing. Wondering about the status of the house rental and the fire hall rental. Holding a Spring Fling picnic at 4PM on Saturday April 17, 2021. Everyone is invited.

JB

Wanted to give a shout out to Jerry and Mike and Joe for coordinating the rescue of the capsized boat. Problem was solved before fire department even showed up.

Fred Perkins

Gave the summary of the capsized boat. Jerry was out there in the water in the port boat. Diver Down, Terry Martin volunteered to help right the boat. Big thanks to all for a successful story. This was after hours also.

Jack Bailey

He followed up with an email from the club about the situation. There were problems in the past with that boat. Suggested with a float purchase.

Wes and Joni Parsons

Shout out to Jerry and Mike for their assistance after hours getting power back.

FINANCIAL REPORTS

CPA Fancher gave an update on banking and being our own Treasurer. Kitsap County continues to be a partner by collecting the property taxes for the Port and remitting them on the 10th of each month. Electronic payroll is going great allowing for furthering efficiencies. CPA commented on getting her tasks transferred on to the internal staff. CPA Fancher provided the cash balances reserved and unreserved for March 2021. She further commented on the reserve funds for the outstanding bonds. These amounts will soon be transferred to the Local Government Investment Pool (LGIP).

INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager's Report – Attached. Maintenance Manager Jerry Williams read the Manager's Report as Port Manager Smith had another obligation and could not attend the meeting.
- b. Maintenance Report. Jerry Williams reported on the various maintenance events that have occurred in the last month. Thanked the group for their comments. Gave positive remarks to his three crew members. Special shout out to Mike Carlisle to save the power on C- Dock and return to assist in the capsized vessel as he was headed home. Waterloo – replaced the heater and hand dryer. Four inch water line failed but they got the crew going and repaired. Thank you to the tenants who alerted the staff. Unexpected L&I Inspection. Made it through a two part inspection and reviewed processes and they passed with flying colors. Breakwater project – Whisper Wave has mooring shackles that have rotted through. Also the sunken pieces of that have holes and are causing them to sink. Got most of the chains cleaned and there are significant wear points on the anchors points. A detailed report will follow. Sidewalk project – Ticar has been working on building the forms to create the stem wall. Fill Buckets – They have been awarded and notice to proceed. Should come out in the next couple of



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weeks. Burnt finger pier located on floating docks is being cut up and dismantled. Derelict boats have left the marina and there are three more to take action on soon. DNR out of funding until July. Thanks to all for the efforts in righting the capsized vessel. Gave Terry Martin kudos for his part in helping. He did that all by a volunteer efforts.

c. Commissioners Report.

Commissioner Bailey mentioned the aluminum described as scrap has value. Thought it might be salvaged for emergency use. Commissioner Nye had nothing new to report. Commissioner Perkins had nothing new to report.

d. Attorney Presentation and Update. Attorney Sitkin gave a summary on the liveaboard tenant or unauthorized liveaboard tenant that stay without paying or following the rules. Attorney General opinion is that Ports were not allowed to remove them due to the moratorium. Legislature took this forward to eliminate the moratorium and put forth new rules. One item put forward was relationship with other ports and sharing of information.

OLD BUSINESS

- a. Resolution 20-05 – Nothing new to report.

NEW BUSINESS

- a. Resolution 21-03 – Declaration of Abandoned Vessel and Authorization to Sell – Action
Attorney Sitkin read the resolution and summarized the resolution. These processes started in 2018 but this was never declared abandoned by the Commission which is required. Commissioner Perkins read the end of the resolution allowed. Commissioner Nye made a motion to adopt Resolution 21-03. Commissioner Bailey seconded the motion.

The Vote:

Commissioner Perkins – Aye

Commissioner Bailey – Aye

Commissioner Nye – Aye

Motion Carries.

- b. Defibrillator Purchase – Authorize manager to spend up to \$1400.00 on the purchase of the defibrillator. Commissioner Bailey asked if there are two of these on site. Maintenance Manager Williams said there are but one is out of date. It is not required to have two on site. Attorney Sitkin suggested a motion. Commissioner Perkins made a motion have the manager purchase the defibrillator and not to exceed \$1500.00. Commissioner Nye seconded the motion.

The Vote:

Commissioner Perkins – Aye

Commissioner Bailey – Aye

Commissioner Nye – Aye

Motion Carries.

PUBLIC COMMENT

JB – Feels that if there are currently two defibrillators you should replace both. Decide a location for the second one. Maybe outside where others can get to the location and more accessible to public.



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Jim Holmes

Wanted to give Joe credit for his work. Happy to see that someone is helping to fill open slips.

EXECUTIVE SESSION

Commissioner Perkins recessed the meeting to go into Executive Session for 45 minutes starting after a 5 min recess at 7:08PM pursuant to RCW 42.30.10(1)(g) to evaluate the qualifications of an applicant. No action expected. At 7:53 PM an extension was added for 30 more minutes.

Out of executive session at 8:23PM.

CLOSE MEETING / ADJOURN

Next Regular Meeting is scheduled for May 12, 2021 at 6PM.

Meeting was adjourned at 8:24 PM.

A handwritten signature in black ink, appearing to read 'Fred Perkins', written over a horizontal line.

President / Commissioner

A handwritten signature in black ink, appearing to read 'Jack Bailey', written over a horizontal line.

Secretary / Commissioner

A handwritten signature in black ink, appearing to read 'Shaun Nye', written over a horizontal line.

Treasurer / Commissioner

Recording Secretary