



# PORT OF BROWNSVILLE

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

## Commissioners:

Fred Perkins  
Jack Bailey  
Shaun Nye

October 13, 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, Interim Port Manager Jerral Williams, Auditor Joseph DaBell and Attorneys Jon Sitkin and Peter Ruffatto of Chmelik Sitkin and Davis.

## PLEDGE OF ALLEGIANCE

Commissioners led the Pledge of Allegiance.

## APPROVAL OF AGENDA

Commissioner Nye moved to approve the agenda as written. Commissioner Bailey seconded that motion. All approved and the motion passes.

## APPROVAL OF CONSENT AGENDA

The consent agenda included Meeting Minutes for September 15, 2021, Commission Meeting, 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:

Voucher Numbers	50350 – 50381	\$107,020.35
Electronic Payments	9/18/21 – 10/15/21	<u>\$11310.76</u>
Total Accounts payable		\$118,331.11

### Payroll & Payroll Liabilities:

Voucher Numbers	-	\$-----
Electronic Payments	9/18/21 – 10/15/21	<u>\$35,509.27</u>
Total Payroll & Payroll Liabilities		\$35,509.27

Total General Fund checks and electronic payments in the amount of \$153,840.38

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



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

Steve Neuhauser commented that he was having difficulty hearing the commissioners.

Terryl Asla spoke on behalf of the Brownsville Community Group. He requested the commissioners address their top priorities, the plan going forward with the Comp Scheme, provide an update on obtaining cameras for the parking lot, and include crimes on Port property in the newsletter. He also requested that commissioners should respond to comments at the following meeting.

David Levatonn asked what justification there is for charging the additional fee to in-district users of the RV-Dump at the Port. He stated that he feels taxes went up because of this increased rate. Numbers provided by the Port show that the Port has had \$750.00 of revenue from the RV-Dump fee so far this year.

### **PRESENTATION TO OR BY THE BOARD**

There were no presentations.

### **FINANCIAL REPORTS**

CPA Fancher gave an update on cash and investments ending September 30, 2021, and year to date cash and investments. The Port's financial position is down about \$3,000.00 from the previous year. Rental income is well below the budgeted amount due to not being able to rent the Annex building or rental house. The Port is still awaiting the second half of the property tax revenue to be collected and disbursed by the county.

### **INFORMATION, STAFF AND COMMITTEE REPORTS**

- a. **Manager's Report** – Interim Port Manager Jerral Williams presented the Manager's report to the commission. Work has been progressing on the tariff and budget with the second workshop being held this afternoon. He thanked those that have come in thus far to sign the new moorage agreements. There are only 3 open slips in the marina as of Tuesday excluding a few 20-foot slips on A-dock. Three derelict vessel contracts have been awarded and the boats are to be removed this month. Roche Harbor Yacht Club visited last weekend, and all reported to have had a good time. There will be a small club this weekend and the last weekend of the month will have the Navy Yacht Club Everett for Haunted Harbor.
- b. **Maintenance Report** – Jerry Williams gave the Maintenance Report. He is currently seeking bids for the anchor chain replacement on the breakwater. The Port's new fuel supplier responds quickly and is helping to keep our fuel tanks full. The Port is in the process of switching phone providers and will save approximately \$16,000.00 over three years. The maintenance crew worked hard Friday replacing receptacles and breakers on the breakwater for club the last weekend and are currently working on the whaler boards and bull-rails. Dock carts have been ordered and should arrive by the end of the month.



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Jerry Williams provided an estimate to the commissioners for 20 fire extinguishers at a cost of \$1,853.00. Commissioner Perkins moved to authorize the purchase of replacement extinguishers not to exceed \$2,000.00. Commissioner Nye seconded the motion and all approved.

Jerry Williams provided two estimates to repair the North Breakwater ramp from Cross Sound Machine (\$4,665.85) and Scorpion Iron Works (\$4,310.00). Commissioner Perkins moved to authorize the ramp repair not to exceed \$5,000.00. Commissioner Nye seconded the motion and all approved.

Jerry Williams provided two estimates for tree trimming services from Precision Tree Care (\$3,896.75) and Darrel Emel's Tree Service (\$9,650.00). The commission requested that Jerry reach out to the businesses and inquire about increasing the scope of work.

c. Comprehensive Plan for Harbor Improvement.

Commissioner Bailey stated that the Comp Scheme meetings will be placed on hold until the start of the new year. There have been issues arranging the meetings due to staff shortage, illness, and overwork. Some members of the committee also had previous plans. The new goal for completion will be the first quarter of 2022 and he recommends the process occur in the first quarter of the year going forward. Commissioner Perkins commented that the website posting should be revised to inform everyone and allow all that want to contribute. Commissioner Bailey stated that an ad should be placed in the paper asking for input for the committee. Attorney Peter Ruffatto added that there are some requirements for notice when restarting the process.

- d. Commissioners Report – Commissioner Bailey attended the WPPA Environmental Seminar and NMTA Boatyard Committee meetings. He learned that the Derelict Boat Fund is seeking additional funding through the excise tax on boat sales. The State currently has a large surplus of funds from the Federal Relief funding. The Coastguard will be doing checks on boats for life-vests and expired flairs more frequently in the future. Commissioner Bailey warned that there are many new boats and boaters so people should exercise caution. The death per accident rate has been increasing. There have been many reports that moorage availability is not keeping up with boat sales. Commissioner Nye commented that the news has said there are more funds for Port and industrial development available. Commissioner Bailey stated he hopes to receive funding for dredging.

### OLD BUSINESS

- a. Resolution 21-07 – Rules and Regulations Revision. This includes changes to the Rules and Regulations to consistently use the work “Customer” throughout. Commissioner Nye motioned to approve Resolution 21-07, Commissioner Bailey seconded the motion

Vote:

Perkins: Aye

Bailey: Aye

Nye: Aye

The Resolution passes.



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- b. Budget Work Session – Progress continues on the budget. All costs are rising which is leading to difficulties. Another Workshop is scheduled for November 3, 2021. The Public Hearing is scheduled for November 10, 2021, with a Special Meeting on November 18, 2021, to approve the budget.

### NEW BUSINESS

- a. Resolution 21-09 – Commissioner Compensation. Attorney Peter Ruffatto spoke on the legislative error while amending the RCW for Commissioner compensation. Inflationary adjustments began in the RCW in 2008, but the date of the inflation change was changed from July 2008 to January 2024 in the bill passed by the legislature. This Resolution holds Commissioner compensation at the current level of \$128.00 per diem and a monthly salary of \$285.00. There is a deadline to pass the Resolution of November 2, 2021, as Commissioner compensation can not be increased during their term. Commissioner Perkins moved to waive the second reading. Commissioner Nye motioned to approve Resolution 21-09, Commissioner Bailey seconded the motion.

Vote:

Perkins: Aye

Bailey: Aye

Nye: Aye

The Resolution passes.

### PUBLIC COMMENT

Steve Neuhauser asked to clarify if the resolution that was just passed was to maintain the Commissioners' pay or increase it. Commissioner Perkins answered that it was only to maintain the current Commissioner compensation rates.

David Sours commented on the difficulty of becoming a member on the Comp Scheme committee. He was told he could stay at the meeting as an observer, but could not participate. He commented that the commission needs to do better at accepting public input. Commissioner Bailey stated that there was a cutoff date for joining the committee and that adding new members would require moving backwards to bring everyone up to speed. Commissioner Perkins stated that with the delay there may be the possibility or need to open the Comp Scheme committee for new members.

Wesley Parsons commented that the bids for the tree trimming seem high and that a chainsaw can be purchased for a few hundred dollars.

### EXECUTIVE SESSION

Commissioner Perkins recessed the meeting to go into Executive Session for 30 minutes starting after a 5 minute recess at 7:11PM pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee and RCW 42.30.110(1)(i) to discuss potential litigation. No action expected.

Out of executive session at 7:45 PM.



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## CLOSE MEETING / ADJOURN

Next Regular Meeting is scheduled for November 10, 2021 at 6:00PM.

Meeting was adjourned at 7:46 PM.

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President / Commissioner

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Secretary / Commissioner

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Treasurer / Commissioner

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Recording Secretary