



Meeting Minutes

Regular Meeting

Port of Brownsville Commission

Wednesday, April 17th, 2024, at 6:00 PM

9756 Ogle Rd, Bremerton, WA 98311

And VIA ZOOM

1. Open Meeting / Call to Order
Commissioner Messing started the meeting at 6:03PM PST.
2. Pledge of Allegiance
3. Approval of Agenda
Agenda approved by commissioners.
4. Approval of Consent Agenda
Consent agenda approved.
5. All matters listed under the Consent Agenda have been distributed to each member of the Commission for reading and study are considered to be routine and will be enacted by one motion of the Commission with no separate discussion. If a separate discussion by a commissioner is desired, that item may be removed from the Consent Agenda and placed under New Business.

a. The following checks and electronic payments are approved for payment:

Accounts Payable:

Voucher Numbers	512230-51251	\$98,890.19
Electronic Payments	3/16/2024-4/16/2024	\$12,242.73
Total Accounts Payable		\$111,132.92

Payroll & Payroll Liabilities:

Voucher Numbers	-----	\$-----
Electronic Payments	3/16/2024-4/16/2024	\$46,026.57
Total Payroll & Payroll Liabilities		\$46,026.57

Total General Fund checks and electronic payments in the amount of \$157,159.49

6. Public Comment -
(None)
7. Commissioner Response to Public Comment
(None)
8. Presentation to the Board
 - a. CERB Pre-Existing Conditions
Maul Foster presented options for assets we currently including land.
 - b. *Pending* Blu Tech Security
(None)
9. Financial Reports
 - a. Financial Picture

Port Manager Dally presented how the port has been doing the past three months and compared how much we have spent versus how much we budgeted. The Port is slightly over budget as they had to purchase the software for new management systems. Port Manager Dally also asked the commission what they would like to see in the financial picture going forward.

10. Information, Staff, and Committee Reports

a. Manager's Report

Port Manager Dally discussed what was happening with maintenance and the upkeep of the marina. She also informed the public on what logo and colors was voted on for the Port.

b. Commissioners Report

Shaun Nye stepped down as Port Treasurer. Commissioner McEwan asked why, and Shaun indicated that he was not receiving what he had been asking for. When Commissioner McEwan pushed further Shaun stated he spent too much time at the Port and could not manage the job responsibilities anymore.

11. Old Business

a. 24-10 Procurement & Purchasing Policy (updated to meet June 2024 requirements)

All ayes and no opposition.

b. BVYC LET Status

No feedback received.

c. Compliance to Port Rules

Commissioner McEwan focused on insurance and seaworthy assessments.

d. Tim Herman & Mike Carile back PTO accrual

Port Manager Dally requested back pay of overtime. Commissioners agreed to have it added to check.

e. 24-11 Appointment of Port Auditor

Maintenance Supervisor Katerina Segerman was approved as the Port Auditor. All ayes and opposition.

f. 24-12 Update to Role of Port Auditor

Approved, all ayes and opposition.

g. Tribal Payment

Port Manager Dally asked for permission to pay the tribe. Commissioner McEwan agreed. Attorney Ruffatto agreed as well.

12. New Business

a. 24-13 Haunted Harbor & Christmas

Port Manager Dally presented resolution and details.

b. 24-14 CPA

Opening discussion of contracting with Clark Whitney CPA LLC of Bremerton.

c. 24-15 2024 Meeting Dates *adjustment for May Meeting*

May meeting needed to be moved to May 22nd as three of our staff will be out of town for Port functions.

d. RV Release

Opening discussion on the changes of allowing RV's all year round and independent from yacht clubs, and what kind of rules the commission would like.

13. Public Comment

(None)


14. Executive Session

- a. Recess into Executive Session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee.

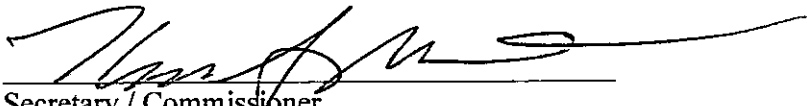
b. Recess into Executive Session to discuss with Port legal counsel litigation and/or potential litigation including legal risks of a proposed action or practice under RCW 42.30.110(1)(i).

15. Close Meeting / Adjourn

Commissioner Messing adjourned the open meeting for executive session. Time of conclusion not provided.



President / Commissioner



Secretary / Commissioner

Treasurer / Commissioner