



Meeting Minutes

Regular Meeting

Port of Brownsville Commission

Wednesday September 18th, 2024 at 6:00 PM

9756 Ogle Rd, Bremerton, WA 98311

And VIA ZOOM

1. Open Meeting / Call to Order
Commissioner Messing Calls to order 6pm PST
2. Pledge of Allegiance
Commissioner Messing has a moment of silence for Jerry Rowland.
3. Approval of Agenda
Commissioner Messing moves to approve the agenda. Commissioner McEwan seconds the motion.
4. Approval of Consent Agenda
All matters listed under the Consent Agenda have been distributed to each member of the Commission for reading and study, are 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. Meeting Minutes from July. 2024
 - b. The following checks and electronic payments are approved for payment:

Payroll and Payroll Liability Electronic Payments in the amount of:	\$ 37,668.04
AND	
Accounts Payable including Voucher Numbers 51434-51457 and electronic payments in the amount of:	\$ 92,042.44
For a Total Accounts Payable of:	\$ 129,710.48

Commissioner Messing moves to approve the consent agenda. Commissioner McEwan seconds the motion.

5. Citizen Comments for items not listed on this agenda. LIMITED TO 3 MINUTES

No comments.

6. Commissioner Response to Citizen Comment
 - a. This section is to allow Commissioners to respond to items that are not listed on the agenda that were brought up during the Citizen Comment period if they should so choose.
7. Presentation to the Board
 - a.
 - b.
8. Information, Staff, and Committee Reports
 - a. Manager's Report
Maintenance Supervisor Segerman reports for Port Manager Dally as she is sick. She went over the August financial report, our accountant is working closely with Sage and ADP to complete integration. We are also going through our documentation and updating those processes. Molo is fully implemented. Stellar is also completely up and running.
 - b. Maintenance Report
Maintenance Supervisor Segerman asks that the vessels are tied correctly, let us know if anything is wrong on the docks. We are aware that there is a water pressure issue, it is being worked on. The walkway on the breakwater needs to be fixed. Talks about electricity on the docks, reminds customers to check their cords and everything on the vessels. Reminder that we are doing everything to keep up and running.

9. Old Business

- a. Fiber Installation
Waiting on WSDOT for the permit.
- b. 24-19 Boating Facilities Grant Resolution
Resolution asking if we can go after the grant. 3 ayes, 0 no
- c. 24-20 No Child Left Inside Grant Resolution
Resolution asking if we can go after the grant. 3 ayes, 0 no

10. New Business

- a. 24-23 Surplus Port Item
Resolution to add additional items to the surplus list. 3 ayes, 0 no
- b. 24-24 Monetary and In-Kind Donations to Port of Brownsville
Resolution to accept donations from the community.
- c. 24-25 Reduction of Head Count
Resolution allowing the Port Manager to reduce maintenance head count by one. Time is of the essence, 3 ayes, 0 no.
- d. RFA for Bathroom Cleaning Services
Request for Action to contract out for a janitorial service for the bathrooms. Time is of the essence 3 ayes, 0 no
- e. RFA installation of Heatpumps for Firehall & Historic Home
Request for Action to installation of hvac systems. Commission requested more time.
- f. RFA for Upcoming Events with BVYC
Request for Action to allow Haunted Harbor, Brownsville Oktoberfest, Santa at the lighthouse. 2 ayes, 0 no (Commissioner Kieta lost service)

11. Public Comment for items listed on the Agenda. **No response from the Port during this period.**

Sally Hass asked if Commissioner Kieta's first started in July. Would like him to come to a meet and greet. Is pleased that the CERB grant isn't due till 2025. States the community group would like to do a financial analysis and involvement before a decision is made.

Jack Baily talked about water pressure in the past, and he thinks the HVAC is a huge price point.

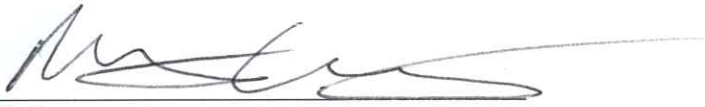
Terry Asla is thankful we are looking at replacing the walkway. Speaks about Oktoberfest. Would also like on a later date speak about decorating the port.

12. Executive Session

- a. Recess into Executive Session pursuant to RCW 42.30.110(1)(iii) to discuss potential litigation.
Recess for 20 minutes.

13. Close Meeting / Adjourn

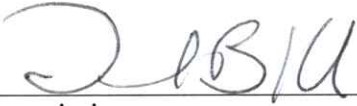
Commissioner Messing closes the meeting at 7:40pm PST



Commissioner



Commissioner



Commissioner