

**PORT OF ALLYN
REGULAR MEETING
December 7, 2015
MINUTES**

Regular Meeting was called to order at 6:00 pm with the Pledge of Allegiance

Present were Scott Cooper, Judy Scott and Jean Farmer; Commissioners, Lary Coppola; Executive Director, LeAnn Dennis; staff, Randy Neatherlin; County Commissioner, Linnie Griffin, Jeff Carey, Kevan Moore and Pati Kleist; public.

The agenda was amended to hold the executive session at the start of the meeting.

Regular Meeting was recessed at 6:02 pm to go into executive session to discuss ongoing litigation to last for 15 minutes. At 6:17 the Board announced the meeting will be another 15 minutes.

The executive session was adjourned at 6:32 pm and the regular meeting was called back to order.

Agenda item resolution 357 and oath of office will be after consent items

CONSENT ITEMS

- a. Minutes of Regular Meeting/Budget Hearing November 2, 2015
- b. Minutes of Special Meeting November 21, 2015
- c. Financial Reports

Commissioner Scott made a MOTION to accept consent items a, b and c. Commissioner Cooper SECONDED. MOTION CARRIED.

ACTION

- a. General Fund Vouchers #15-391 15-422 for \$22,525.05
- b. Payroll Vouchers #15-423 to 15-434 \$14987.86
- c. Water Fund Vouchers #1538 to 1541 for \$204.97

Commissioner Cooper made a MOTION to approve action items a, b and c. Commissioner Scott SECONDED. MOTION CARRIED.

Oath of Office – Commission Chair Jean Farmer swore Commissioner Judy Scott into office and Commissioner Scott read her oath of office and then signed it.

Executive Director Report

Lary read his report. He briefed the board on budget finalization, water loan pay off this year, close 2015 quickbooks and move on to new company in quickbooks. The pay station was re-programmed as people were confused about parking AND launch and with the new wording

people are paying the correct amount. Strategic plan notes and Lary will begin putting it together after the policies & procedures manual is complete. Water system, possible to acquire other systems. New pictures. LeAnn and Lary going to get a tutorial on website updates. Attorney Johnson hasn't gotten back to Lary about the criminalization of port rules and the Comprehensive scheme of harbor improvements. Policy and Procedure manual is tedious and the employee part is done.

COMMISSIONER REPORTS

Scott Cooper

No report

Judy Scott

Briefed the Board and public about the Sargent Oyster house updates. Next meeting will be after the holidays. She also reported Peninsula Region Transportation Public Organization (PRTPO) needs an alternate person to go to the meetings by January. The board authorized Lary Coppola to attend in Commissioner Scott's absence. (on agenda for January)? She explained the new initiative on the corridor sketch, she can get copies for anyone if they request.

Jean Farmer

No report

OLD BUSINESS

Nominations for board seats from November 2, 2015 were reviewed Commissioner Scott Cooper was nominated for chair and Commissioner Judy Scott for vice chair for 2016. Commissioner Scott made a MOTION to appoint seats as stated. Commissioner Cooper SECONDED. MOTION CARRIED

NEW BUSINESS

Kevan Moore presented the proposal that Brian Peterson was on the agenda to do. He presented upper Sweet Water Creek restoration conceptual design. He gave some history. They need to raise \$16,000 and only have \$9,000 so far and they are asking the port for some monetary support in the amount of \$2,500. This project supports the port's mission of promoting economic development and other compatible goals and mission. The goal is to connect with trails eventually from Kitsap to Shelton. Commissioner Cooper stated our budget has been finalized and would like to know if there are any other ways to help the 30% match for the grant they going for. The Board likes this Belfair project and the Port can get behind this project. Educational element, school district? Kevan is most excited about restoring salmon to the stream. The Board will see what they can do and they support the project. 2017 estimated date to have it going.

Patty Kleist was introduced. She is here to discuss the Hub Center for seniors. North Mason area is lacking in any senior services. They have been raising funds since 2009. They are in need of funding also as a grant they expected to get did not come through leaving them to raise

more funds. There will be an economic development aspect and the port supports community projects so it fits the port's goals. It will have a commercial kitchen so incubator businesses to grow. The upstairs is planned as office space. They hope to bring organizations like social security to our area at least a day a week. The new senior center will be a destination that will bring people to spend money. Faith in Action's vision is to bring generations together for education and community and family and to attract new business to create a better quality of life. They are partnering with Olympic College for services to the whole community. Commissioner Scott asked if there are other ways to support it as in letter of support to help for future grants.

The Board is excited that both these projects are in Belfair and great projects. Lary Coppola suggested Pati Kleist talk to Port of Dayton as they have been successful with the kitchen incubator for small business.

Commissioner Farmer asked if the Board would like to have a special meeting in December and set a date for Monday 21st tentatively for 6pm.

The comprehensive scheme needs a resolution to adopt it. Commissioner Scott read resolution #357 adopting the updated scheme of harbor improvements. Commissioner Cooper SECONDED. MOTION CARRIED.

PUBLIC COMMENT

Jeff Carey asked about the storm damage on the new sidewalk. He gave some feedback to Judy about PRTPO, he can send his concern in writing to Commissioner Scott so she can present it at PRTPO. Jeff brought up that we had passed a motion to use \$2500 for trails years ago, remember there is still that commitment so the Board should keep that in mind as they consider donations. County Commissioner Randy Neatherlin, clarified the different phases that are involved with the waterwheel project. He also stated the previous pledge for the trails was with the caveat that the old project get going in a specified amount of time. HOWEVER that old trail plan is part of this new proposal and will be part of the overall trail system. He also stated that the county is doing everything they can to help with Pati Kleist's project and that will encourage Kitsap seniors also. The county will be installing lights and speed sensors at the crosswalks by the waterwheel project.

For the Good of the Order – Lary Coppola will be testifying for the salmon center in Olympia.

Adjourned at 7:50 p.m.

Respectfully submitted,

LeAnn Dennis, Office Manger

COMMISSIONERS:
