

Port of Allyn
Special Meeting
March 18, 2015
5:30pm

The purpose of the special meeting to discuss current business, approve action and consent items and hold an Executive Session to discuss employee performance.

Meeting opened with flag salute at 5:30pm

Present were Jean Farmer, Judy Scott and Scott Cooper; Commissioners, Lary Coppola, Executive Director and LeAnn Dennis, staff.

Consent Item- Special Meeting Minutes, March 3, 2015

Judy Scott made a MOTION to accept consent item, Scott Cooper SECONDED. MOTION CARRIED.

Action Item- Payroll voucher #15-098 for \$2,155.30

Judy Scott made a MOTION to approve Action Item, Scott Cooper SECONDED, MOTION CARRIED.

The Special Meeting was recessed at 5:43pm to go into Executive Session to discuss employee performance to last for 30min.

The Special Meeting was called back to order at 6:05pm.

After discussing changes to the employment contract for the Executive Director position Scott Cooper made a MOTION to accept the amended contract with Lary Coppola. Judy Scott SECONDED, MOTION CARRIED.

The port visa for Rusty Bonser has to be closed and re-issued to Lary Coppola. Judy Scott made a MOTION to issue a visa card from Kitsap Bank to Lary Coppola in the amount of \$5,000 to cover Port expenditures as necessary. Scott Cooper SECONDED, MOTION CARRIED.

The Port policy and procedure book has no reference to charging finance fees and/or interest for late water payments. Mr. Coppola will draft a policy to present at the next meeting.

EXECUTIVE DIRECTOR REPORT

Mr. Coppola reported that he has been working with an IT person to get the Port computers, software, website and emails up to date and running efficiently. The Board

directed him to purchase four (4) Ipads as previously discussed for the Board and Executive Director to use for port business.

THELER CENTER

Mr. Coppola has visited Theler Center twice, he has not been able to talk to anyone as there was no staff there but he had a chance to look around. He is concerned about the poor condition of the building. There was discussion about getting an action plan together and get a proposal put together after figuring the financial viability of the project. Judy Scott will attend the School Board meeting Thursday March 19, 2015.

SARGETNT OYSTER HOUSE

Judy Scott and Lary Coppola attended the last oyster house meeting. There are grants available and incentives for private parties to work out public entity and private party agreements.

LAKELAND DRIVE

Mr. Coppola signed some paperwork Gray and Osborn needed to send to the Washington State Department of Transportation.

The Board expressed their enthusiasm to have Mr. Coppola as the Port's Executive Director. They put a press release together and Mr. Coppola will forward that to the press.

Special Meeting adjourned at 7:55pm

Respectfully Submitted by

LeAnn Dennis, staff

COMMISSIONERS:

