

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

The purpose of the special meeting is to approve minutes, Resolution #349 and #350, iPad purchase and employment agreement with Executive Director.

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.

Approve amended Special Meeting Minutes for March 3, 2015 Scott Cooper MOTION to approve amended (added Rusty Bonser's name to cancel the visa card issued in Bonser's name) Judy Scott SECONDED, MOTION CARRIED.

Approve Special Meeting Minutes, March 18, 2015 Scott Cooper made a MOTION to approve the minutes, Judy Scott SECONDED. MOTION CARRIED.

In order to offer health benefits for port employees, the Board discussed joining the Public Employees Benefit Board (PEBB). Resolution #349 authorizing the Port of Allyn to participate in Washington State Insurance Plans through PEBB. Scott Cooper made a MOTION authorizing Resolution #349 for the Port to join PEBB. Judy Scott SECONDED. MOTION CARRIED.

The port has property that is no longer used but has some re-sale value less than \$10,000. The Board authorized staff to sell for market value. Resolution #350 authorizes the sale of surplus property with less than \$10,000 value. Scott Cooper Made a MOTION authorizing Resolution #350 for the sale of surplus property. Judy Scott SECONDED. MOTION CARRIED.

The Board has been discussing getting personal devices for the Commissioners and Executive director to use for Port business and emails. They tried a notepad version however the devices locked up, had other issues and were returned for a credit on the visa . The Executive Director recommends iPads with Wi-Fi capability and he has negotiated lowest cost. Mr. Coppola suggested getting the keyboard and protective covers. Scott Cooper Made a MOTION to direct the Executive Director to purchase the iPads, accessories and service with Verizon. Judy Scott SECONDED. MOTION CARRIED.

The Board approved by a motion March 18, 2015 to accept the employment contract with Lary Coppola for the Executive Director job at the Port of Allyn. The changes have been made and the contract needs signed. Effective date is that there will be an annual employee evaluation and contract will be renewed annually. Judy Scott made a MOTION to have the Chairperson sign the employment agreement for the Board. Scott Cooper SECONDED. MOTION CARRIED.

The North Bay Historic Society has artifacts from Sargent Oyster House and needs to store them. They would like to keep a storage building at the Port of Allyn. Judy Scott will talk to the North Bay Historic Society about placement and long term agreements. Jean Farmer would like Sargent Oyster House committee to give a timeline for completing the project by the Port's May meeting.

Farmer asked Mr. Coppola if he could talk to attorney Rob Johnson from Shelton to see if we may be able to use him in the future as he does other government entities and would not have to travel as far.

Meeting adjourned at 7:35pm

Respectfully Submitted by,

LeAnn Dennis, Office Manager

COMMISSIONERS:

