

**PORT OF ALLYN
REGULAR MEETING
June 1, 2015
MINUTES**

The regular meeting was called to order by Commission Chair Jean Farmer at 7:00 pm with the Pledge of Allegiance

Present were Port Commissioners Jean Farmer, Chair, Judy Scott (via teleconference); and Scott Cooper; Lary Coppola, Executive Director, LeAnn Dennis, Office Manager, Kaye Massie, Linnie Griffin, Ken Van Buskirk, Leslie Ring, a man she only identified as "Toby," Larry Seymour and Jeff Carey, all members of the public.

CONSENT ITEMS

- a. Minutes of Regular Meeting May 4, 2015
- b. Minutes of Special Meeting May 26, 2015
- d . Financial Reports

Commissioner Scott Cooper Made a MOTION to accept Consent Agenda items a, b & c. Commissioner Judy Scott SECONDED. MOTION CARRIED

ACTION

- a. General Fund Vouchers #15-166 to 15-185 for \$8,053.97
- b. Payroll Vouchers #15-186 to 15-196 for \$15,997.65
- c. Water Fund Vouchers #1519 to 1521 for \$200.75

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

Leslie Ring Was introduced: Leslie and "Toby," discussed 2013 playground fundraising, handed out a budget, and noted they had received almost \$28,000. She stated she has exhausted her fundraising efforts and would like to turn the project back over to the Port to apply for permits, and organize construction, etc. She inquired about Port matching funds, saying the Commissioners had previously discussed funding, although in subsequently researching this, no formal motions or discussions could be found in previous meeting minutes. The Board congratulated her on her reaching the goal of raising enough funds to purchase the equipment. Commissioner Scott Cooper clarified what they need (site prep, permit) and Ms. Ring stated she is attempting to line up volunteers to install the equipment. The old equipment has to be removed. It was noted that Due Process is required to dispose of the old playground without gifting of public funds.

COMMISSIONER REPORTS

Judy Scott: Stated she will be meeting Friday, June 5, with Nicholas Carr of Congressman Derek Kilmer's office, and North Mason County Commissioner Randy Neatherlin to discuss options for the Oyster House project.

Scott Cooper: Attended the EDC breakfast at Alderbrook, and reported that the transportation package being considered by legislature includes the Belfair bypass, but may be voted down. He also attended the WPPA conference in Spokane, and learned about incubator projects; an Auditor's briefing discussing the use of QuickBooks as government accounting software; and suggested we look into additional government accounting software programs.

Jean Farmer: Attended Port meetings; reviewed the Theler proposal and Lakeland Drive bid proposals. She also attended an expo about fiber optics, and would like the Port to consider partnering with PUD 3 to cover the whole county and provide fiber optic service, saying it would be true economic development. Commissioners Scott and Cooper agreed that it's a good prospect. The Executive Director will contact PUD 3 and obtain their map that shows people who have contacted them requesting service.

EXECUTIVE DIRECTOR REPORT: The Executive Director attended the WPPA meeting in Spokane, attending the Port powers class, and volunteered to serve on the economic development Committee. He also attended a seminar on tourism and one on social media. He sent a letter to North Mason Parks saying we are not interested in Bill Hunter Park. Submitted the proposal for the Theler Center, which the school board will review those this week. The Executive Director talked with the State Auditor's Office about the best way to handle books for Theler. The county said both "yes and no" as far as moving the Oyster House to property it owns by Lennard K's. He contacted Bill Dewey of Taylor Shellfish, and they don't have any place for it either. Social Media is growing steadily, albeit slowly. He is still having difficulty finding health care – currently looking at Washington Health Plan Finder. He asked the Port to reimburse him for April May and June out-of-pocket family medical insurance, as agreed to in his employment agreement. Commissioner Cooper made a MOTION to reimburse the Executive Director. Commissioner Scott Seconded. Motion Carried. The Port is looking for a truck on public surplus site. Still exploring Boat Launch parking fees. He called other Ports and found Manchester has a two-tierl annual fee, Port of Anacortes charges \$35 in and out and \$5 parking among others. He suggests the Port charge a \$5 parking fee. He is also looking into vending machines for payments. Twanoh has one and so does Manchester. WPPA Executive Director seminar in Walla Walla in July, he'd like to attend. Commissioner Cooper made a MOTION to direct our ED to attend the seminar. Commissioner Scott Seconded. Motion Carried. Bid opening for Lakeland Sidewalk project is Thursday, June 9, at the Port Office. The Executive Director attended the EDC member appreciation event and its legislative breakfast. The website needs to be updated with new photos and needs photos of the commissioner's – call Dee and set up photos with her, she has the equipment. The Port's GO bond payment has been paid.

OLD BUSINESS

none

NEW BUSINESS: CPR certification training will be here at the port on the 8th at noon. The public is invited.

Commissioner Farmer discussed regular meeting time is 7 p.m. and asked for public input as to moving the meeting to 6 p.m.

Two pilings on the North Shore dock need replaced. The Executive Director will research a cost-effective solution.

Do we want to charge a parking fee for launch area, discuss details at a workshop. Need to have a public hearing advertised to change fees (press notice).

Public input and resolution to change meeting time.

Discussion of if the Port budgeted for elections this year.

The new law for our IDD needs to be discussed, The Executive Director will be attending a seminar and will report back what he learns.

PUBLIC COMMENT: Linnie Griffin stated that 6 pm is good for meeting, Kaye Massie likes 6 pm too. She reminded the Board that the Salmon Center was asking to be paid to take over Theler. Ken Van Buskirk discussed the Theler proposal. He is concerned about the potential transfer of ownership and any agreements the Port would enter into with the Salmon Center, saying it raises red flags. He brought up the Mary Theler will, and noted that the sale of the last Theler property is pending. Commissioner Farmer reminded the audience that the Port is moving VERY slowly and carefully. Mr. Seymour extended an invitation to meet with the Board without attorneys. Commissioner Scott reminded him that we have paid an attorney and it might not be wise. Commissioner Farmer suggested Mr. Seymour talk informally to the Executive Director, and that a public meeting is not a good forum to discuss this without attorneys. Jeff Carey supports and appreciates the Port taking it's time to work on the Theler Center lease. The Executive Director shared his thoughts with the public, noting the proposal is structured in a way that the Port will only be leasing to stay out of financial trouble. Jeff Carey said he is used to 7 p.m. but 6 might work for meeting time change. He also asked if the Port has developed a timeline for the Oyster House, Commissioner Farmer explained that it was premature to do an actual timeline, He also would not like to see the Oyster House on Port waterfront due to the park plan and well placement. As far as placing it on pilings, he suggested talking to Melissa McFadden. He also suggested getting all the Theler information up on the Port's website to help inform the public of our intentions. He cautioned the Port to watch out for partnering with 501c3s and make sure the Salmon Enhancement Group's intentions and values are in line with ours since they report to a (501c3).

Anything else for the good of the order....

Adjourned at 8: 27pm

Respectfully submitted,

LeAnn Dennis, Office Manger

COMMISSIONERS:

Jean Farmer, Commission Chair

Judy Scott

Scott Cooper