

Port of Allyn

Regular Meeting

January 4, 2010

MINUTES

Regular Meeting Called to Order/Flag Salute

Commissioner Scott called the Hearing to order at 7:05 p.m.

Present were Judy Scott, Jean Farmer, and Randy Neatherlin, Commissioners; Bonnie Knight, Executive Director; LeAnn Dennis, Dick Berg and Del Griffey, staff; and Dave Tipton Belfair Water District.

Consent Items

- a. Approval of Minutes of Regular Meeting December 7, 2009.
- b. Treasurers Report

Farmer made a MOTION to accept consent items a & b. Neatherlin SECONDED, MOTION CARRIED

ACTION

- a. Payment of GF Vouchers # 10036 to 10036 for \$9,955.56
- b. Payment of Payroll Vouchers #10001 to #10012 for \$10,406.85
- c. Payment of Water Fund Vouchers #10013 to #10018 for \$30,304.06

After review, Neatherlin made a MOTION to accept Action items a, b & c. Farmer SECONDED, MOTION CARRIED.

Commissioner Reports

Neatherlin attended and reported on the Installment of Realtors, Relay for Life fundraiser, State Auditor meeting, Cascade Conservancy function, EDC luncheon and two County Commission meetings.

Farmer is working with Helen Lester to host a welcoming event for new Allyn businesses. She is concerned about traffic through Belfair when the sewer work begins.

Scott attended and reported on the County Commission Meeting held January 8, 2008.

Executive Director Report

AUDIT

Knight reported that the State Auditor will return on January 15th to do more work.

NORTH BAY

Teri King sent statistics on North Bay coliform testing and a map of where the test locations are. The numbers are generally low and the variables such as weather were not included.

WATER RATE

Skip Rand met with Knight and sent some worksheets he has for water systems. He recognizes the Port's system doesn't conform to his program so will have to adjust it to work for the Port's situation and then can set a work session with the Board. Knight discussed different ways to set rates and

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encourage water use efficiency, commercial vs. residential rates and how to use a tiered rate structure and how to handle rates for the existing customers. The Board also discussed keeping a reserve fund.

WATER SYSTEM

Dick Berg put together a water customer survey and we are hearing back from customers that they feel we are doing a good job. He met with Ms. Hyak from the county to complete a water system survey that is required by the State Department of Health. She was satisfied with her inspection but wants the Board to adopt required policies and rate schedule.

MAINTENANCE

Berg reviewed dock piling replacement bids. The ad did not get any responses. Dick had to call companies on our small works roster to specifically request bids. Bids were received from Lakeshore Construction and Thompson Pile Driving. Lakeshore was the lowest bid. Farmer made a MOTION to accept Lakeshore Construction's bid for the Allyn dock piling replacement and to have Dick move forward with the project and Neatherlin SECONDED. Berg questioned if the Port should have Lakeshore replace six pilings instead of four since it would still be cheaper than the other bid which was for only four pilings. Farmer revised her MOTION to specify that the work would be for 6 pilings and Neatherlin again SECONDED. MOTION CARRIED. Knight discussed options for paying for the work through the IDD and paying it back with interest. Commissioners agreed that this was a good alternative to paying cash. Neatherlin asked what the timeframe was for the work and Dick clarified that the bid states for the work to be completed within 30 days of all permits being acquired.

USDA GRANTS

Berg and reported on a workshop he attended. USDA has grant money they want to award to qualifying projects such as the Port of Allyn's Water System. There are other possible projects that would qualify and the Commissioners will have a work session to discuss which projects they would like to see funded. Knight and Berg will meet with Debbie Harper on Monday and set a work session with the Board after they meet.

2010 FACILITY FEE SCHEDULE

Wind screen panels for the gazebo will be available for \$35.00 per day. There were no other changes on the fee schedule from 2009. Neatherlin made a MOTION to accept the 2010 fee schedule with the addition of \$35.00 for gazebo wind panels. Farmer SECONDED. MOTION CARRIED.

CHAMBER GALA

Neatherlin will not attend due to a prior commitment. Farmer is registered with her husband through PUD 3. Dennis will register Knight & Scott.

Old Business

Computer Center - nothing to report

New Business

STATE RETIREMENT

Knight researched how the State Retirement System works for elected public officials. Berg's enrollment is mandatory due to the number of hours he works. Dennis may also qualify. Knight handed out worksheets on projected cost of enrolling Commissioners in the system as well as others. She will provide individual calculations and draft letter for Commissioners if they decide to enroll.

Public Comment

Griffey reported that the work crew has run out of material (rock, topsoil & beauty bark) and that there is not much work right now.

Dave Tipton reported that his experience working with Berg has been wonderful. He stated the staff at the Port deserves to have the Board consider including them in the retirement system.

Executive Session

Scott announced that the Board was going to go into Executive Session to discuss employee compensation and the session would last for 15 minutes.

At 9:00 pm the Regular Meeting was recessed and the Board went into Executive Session.

The regular meeting was reconvened at 9:15pm.

Commissioners discussed their participation in the retirement system. MOTION was made by Neatherlin, SECONDED by Farmer that in accordance with state policy regarding Per Diem for elected officials a "day" will be interpreted to mean a 24 hour day. MOTION CARRIED.

Farmer made a MOTION to adjourn the meeting, Neatherlin SECONDED, MOTION CARRIED.

Meeting was adjourned at 9:25 pm

Respectfully submitted,

LeAnn Dennis, Office Manager

COMMISSIONERS:
