 <p><b>PORT OF KINGSTON</b></p>	<p><b>Port of Kingston Regular Meeting Minutes</b></p> <p>05/27/2015 7:00 PM Kingston Cove Yacht Club: 25878 Washington Blvd Kingston WA</p>
--	--

**Meeting called by:** Port of Kingston Commissioners

**Type of meeting:** Regular

**MEETING MINUTES**

**Commissioners Present**

Commissioner, Pete DeBoer  
Commissioner, Walt Elliott  
Commissioner, Bruce MacIntyre

**Commissioners Excused**

**Staff Present**

Executive Director, David Malone  
Controller, Scott Coulter  
Office Assistant, Nancy Payne

**Counsel Present**

Legal Counsel, Carrie Eastman  
Accountant, Dennis Treger

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**  
*Motion: Approve the agenda as written.*  
*Moved by: Commissioner, Pete DeBoer*  
*Seconded by: Commissioner, Walt Elliott*  
*Action: Passed 3-0*

4. **PUBLIC COMMENT**  
Tania Issa requested the Commissioners for an update and costs of foot ferry.  
*Commissioners asked that staff update the Board on the POF at next meeting.*

5. **EXECUTIVE DIRECTOR REPORT**  
Discussion included:
  - Kingston Sailing Program
  - Port Tent
  - Kayak Facility
  - Auxiliary Water Supply Repair for Fire Department
  - Insurance Cost Claims
  - Vehicle Purchases Update
  - Yacht Club Update



- Fourth of July Celebration – Trash Containers
- Kitsap Peninsula Water Trails
- Port Controller

**6. ACTION ITEMS**

- A) Resolution 05-01-2015 Void Warrant #30243 in the amount of \$109.17 payable to Employment Security.  
**Motion:** Approve Resolution 05-01-2015 as written  
**Moved by:** Commissioner, Pete DeBoer  
**Seconded by:** Commissioner, Walt Elliott  
**Action:** Passed 3-0
- B) Resolution 05-02-2015 Remove Scott Coulter from Kitsap Bank Visa, add Nancy Payne to account.  
**Motion:** Approve Resolution 05-02-2015  
**Made by:** Commissioner, Walt Elliott  
**Seconded by:** Commissioner, Pete DeBoer  
**Action:** Passed 3-0
- C) Resolution 05-03-2015 Revoke Scott Coulter’s Controller authority and grant Nancy Payne Controller authority.  
**Motion:** Approve Resolution 05-03-2015 as written.  
**Made by:** Commissioner, Pete DeBoer  
**Seconded by:** Commissioner, Walt Elliott  
**Action:** Passed 3-0
- D) Resolution 05-04-2015 Scott Coulter service to the Port  
**Motion:** Approve Resolution 05-04-2015 as written.  
**Made By:** Commissioner, Pete DeBoer  
**Seconded by:** Commissioner, Walt Elliott  
**Action:** Passed 3-0  
*The Board has requested that the Resolution to be printed and framed.*
- E) Provide Executive Director the authority to Designate Commercial parking areas.  
Discussion
- Location
  - Providing electrical outlets
  - Off season use
- Motion:** Move to provide the Executive Director the authority to establish a parking area for commercial fish buyers.  
**Made by:** Commissioner, Walt Elliott  
**Seconded by:** Commissioner, Pete DeBoer  
**Action:** Passed 3-0

**7. NEW BUSINESS**

- A) Code of Ethics complaint
- Commissioner, Bruce MacIntyre recused himself and moved the Chair to Commissioner, Pete DeBoer. Commissioner MacIntyre asked that the discussion regarding the appeal of the Code of Ethics complaint be held in

public.

- There was discussion with the Board and legal about the process and RCW's. Legal advised that all have been followed. There had been nothing additional added to the complaint in the appeal.

**Motion:** Move to accept the Executive Director's report on the Code of Ethics complaint.

**Moved by:** Commissioner, Pete DeBoer

**Seconded by:** Commissioner, Walt Elliott

**Action:** Passed 2-0, 1 vote was recused

**8. FINANCIAL REPORT**

- Dennis presented the April 30, 2015 report to the Board.
- Annual report is ready to be filed with the State Auditor

**9. CONSENT AGENDA**

- A) Meeting minutes of, Kitsap All Ports Meeting April 20, 2015
- B) Meeting minutes of, Special Port Meeting May 4, 2015
- C) Meeting minutes of, Special Port Meeting May 8, 2015
- D) Warrants #30248-30250, totaling \$23,026.77, April 24, 2015
- E) Warrants #30251-30278, totaling \$50,618.86, April 30, 2015
- F) Warrants #30279-30316, totaling \$26,621.15, May 15, 2015
- G) Warrant #30317, totaling \$17,403.00, May 19, 2015
- H) Warrants #30318-30330, totaling \$31,889.36, May 27, 2015
- I) Electronic Warrants, April 23, 2015 \$2,009.06 R11066
- J) Electronic Warrants, May 4, 2015 \$4,484.26 R11578
- K) Electronic Warrants, May 4, 2015 \$4,983.86 R11576
- L) Electronic Warrants, May 14, 2015 \$2,166.02 R12139
- M) Electronic Warrants, May 18, 2015 \$200.00 R12300
- N) Electronic Warrants, May 18, 2015 \$3,784.16 R12298

**Motion:** Accept the Consent Agenda as written

**Moved by:** Commissioner, Walt Elliott

**Seconded by:** Commissioner, Pete DeBoer

**Action:** Passed 3-0

**10. COMMISSIONER REPORT**

**Commissioner, Pete DeBoer** updated the Board on the WPPA conference and KEDA.

**Commissioner, Bruce MacIntyre** updated the Board on the WPPA conference.

**Commissioner, Walt Elliott** updated the board on KCAC and the need for a Separate venue to discuss policies and procedures.

**11. EXECUTIVE SESSION**

Executive session was not needed

**12. NEXT MEETING:** Regular meeting June 24, 2015 7:00 PM at KCYC



ORIGINAL


**Adjournment**

Meeting was adjourned at 8:11 PM by Commissioner, Bruce MacIntyre

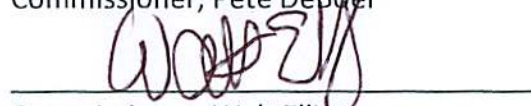
Adopted in open session this 27<sup>th</sup> day of June, 2015

Attest:

  
\_\_\_\_\_  
Recording Secretary, Christine Connors

  
\_\_\_\_\_  
Commissioner, Bruce MacIntyre

  
\_\_\_\_\_  
Commissioner, Pete DeBoer

  
\_\_\_\_\_  
Commissioner, Walt Elliott