



**Port of Kingston Board of Commissioners
Special Meeting**

**October 11, 2018 – 8 a.m.
Administrative Office, Conference Room**

Meeting called by: Port of Kingston Commissioners

Type of meeting: Special Meeting

Meeting Minutes

Commissioners Present

Commissioner Mary McClure
Commissioner Laura Gronnvoll
Commissioner Steve Heacock

Commissioners Excused

N/A

Staff/Counsel Present

Recording Secretary, Lacey Gray
Controller, Juanita Gomez

Public Present

1. CALL TO ORDER: 7:58 a.m.

2. PLEDGE OF ALLEGIANCE:

3. APPROVAL OF AGENDA:

Motion: Approve agenda as written.

Moved by: Commissioner Heacock

Seconded by: Commissioner Gronnvoll

Action: Passed 3-0

4. PUBLIC COMMENT:

No public comment.

5. RECESS TO EXECUTIVE SESSION: Recessed to Executive Session at 8 a.m.

Executive Session per RCW 42.30.110(1)(g) "To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

6. RECONVENE TO SPECIAL MEETING: Reconvened to Special Meeting at 2:40 p.m.

7. ACTION ITEMS

A. Next Steps in Executive Director Search

The Commission narrowed down the applicants from six to four. The Port will conduct reference/background checks on the remaining applicants. They will also ask the applicants to schedule a time to meet with the staff and the public. They hope to make a decision by October 31.

B. Hiring of New Part-Time Marina Attendant

The Commission approved the hiring of a new part-time marina attendant, to begin immediately, per their availability.

Motion: Approve hiring a part-time marina attendant, to start immediately, per their availability.

Moved by: Commissioner Gronnvoll

Seconded by: Commissioner Heacock

Action: Passed 3-0

C. Hiring of New Full-Time Office Assistant

The Commission approved the hiring of a new full-time office assistant, to begin immediately, per their availability.

Motion: Approve hiring a full-time office assistant, to start immediately, per their availability.

Moved by: Commissioner Heacock

Seconded by: Commissioner Gronnvoll

Action: Passed 3-0

D. Employee Wage Increase Proposal

Tabled until the October 24, 2018 Regular Meeting.

E. Personal Service Contract with Greg Cioc

The approved the personal service contract with Greg Cioc.

Motion: Approve the personal service contract with Greg Cioc.

Moved by: Commissioner Heacock

Seconded by: Commissioner Gronnvoll

Action: Passed 3-0

8. PUBLIC COMMENT:

No public comment.

NEXT REGULAR MEETING DATE: Wednesday, October 24, 2018

9. ADJOURN:

Motion: Adjourn Meeting at 2:49 p.m.

Moved by: Commissioner Heacock


Seconded by: Commissioner Gronnvoll

Action: Passed 3-0

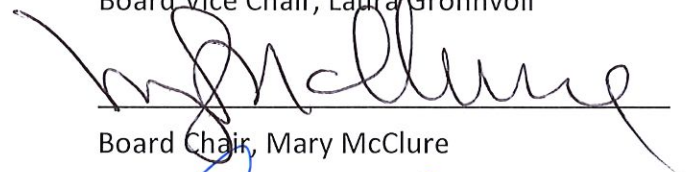
Meeting attested by:



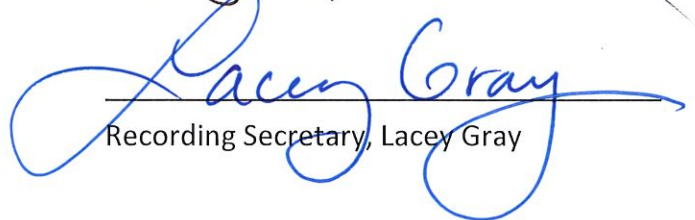
Board Secretary, Steve Heacock



Board Vice Chair, Laura Gronnvoll



Board Chair, Mary McClure



Recording Secretary, Lacey Gray