

Port of Dewatto



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Minutes
Regular Meeting
May 5, 2015

Chairman, Richard T. Edwards called the meeting to order at 1810. Commissioners Lynett McLean and Ed Soden were in attendance, Leanna Krotzer (Acting Manager), as well as Joe Newman (campground security and maintenance).

Guests Present: Bob, Becky, Lizzy and family, Pennie Edwards

CONSENT ITEMS:

1. Minutes: Were approved/signed.
2. Vouchers: All vouchers were signed/approved: \$3178.17. There was a special voucher made to close the American Express credit card account. Through DART, Lynn will be working with them to close account with a death certificate. #4629 and 4630-4641 all were accepted. Leanna brought up that voucher numbering will be changed when everything is settled down to a more traceable number.

OLD BUSINESS:

3. Discussion to inform Leanna Krotzer of totals needed. Discussion on bank accounts to be reviewed and confirmed.
4. Lynn shared about Inland Telephone. We were paying for 5 lines. Keeping 2 numbers for land line and fax. Internet runs from land line. Chris' daughter, Gene said that a woman commissioner (Kelly) told her to put it in her home because she was doing port work from home. Message on phones will have Joe's number for campground reservations.

5. We need to talk to Bridget Booth and meet with her to get campground sites set and let her see the venue for her wedding.
6. Campground: Joe, pretty good. 16 May 15 Mission Creek Correctional Facility Women were there for clean-up. Place is looking good. Daralict camper was removed. It is getting busier. Port-o-Potties were delivered. Alternative toilets were discussed. Incinerator Toilets (Insinulet). String mower needs to be replaced.
7. Commissioner McLean gave an updated status report on Ms. Christine Phalen, Ms. McLean stated that Ms. Phalen has passed away. Funeral plans in June. Estate Sale. Leanna Krotzer is now taking care of the duties in Ms. Phalen's place without knowledge of a lot of duties, we are getting up to speed.
8. **Website:** Website needs update and new person to maintain. PC Store may have people to do this. Bob said he would put out the word. We need to get the reservation button that has been developed by Kitsap Bank put up on site and running. Leanna needs to sit and do the training with Kitsap Bank when the site is up and running correctly.

NEW BUSINESS:

9. Accountant for payroll...Paige Hansen recommended that an accountant for small businesses. Quarterly report is due. Pennie said that the community club just hired someone to do theirs. Motion made to open investigation to find an accountant in compliance with payroll, motion passed.
10. Discussion to get power put in to the flat area next to port building, must service 132 people. Need to put out for bid. Develop into field for play too. Community can use for recreation as well, day use. Ted said that the vision is to give back to the community something they would not because the port exists. Make the landing an RV/Camping/Day use. Bob: Electric recharge stations for Sunday drives. Mobile latte' site.
11. Chairman Edwards adjourned the meeting at _____. The next regular meeting is scheduled for July 7, 2015 at 1800.