

**PORT OF DEWATTO**  
**2501 NE Dewatto RD**  
**Tahuya, WA 98588**  
**REGULAR MEETING MINUTES**  
**January 16, 2019**

Chairman: Ray Mow  
Commissioners: Richard (Ted) Edwards  
David Haugen

Port Manager: Jeana Crosby  
Campground Coordinator: Joe Newman

**1. CALL MEETING TO ORDER:**

- a. Chairman Ray Mow called the meeting to order at 6:00 pm.
- b. Commissioner attendance: All Commissioners present.
- c. Select Chairman for 2019: Dave Haugen volunteered to be Chairman. Ted Edwards stated he would like Ray Mow to continue. Ray offered to do one more year. Ted Edwards made a motion to select Ray Mow for one more year as Chairman for the Port of Dewatto. Dave Haugen seconded the motion and upon vote, motion passed.
- d. Public comments: There were no public comments.
- e. Board will approve or amend the meeting agenda: Motion was made by Dave Haugen to approve the January 16, 2019 agenda. Ted Edwards seconded and upon vote, motion approved.
- f. Board member comments: There were no board member comments, however, Jeana Crosby reported that not everyone received their pre-meeting email of minutes and agenda so she will make sure everyone has them and is able to view them prior to the meetings.
- g. Guests: There were two guests in attendance.

**2. CONSENT ITEMS:**

- a. Approve minutes of the regular meeting on December 19, 2018: Dave Haugen requested amending 3c. to reflect gate purchase at Tractor Supply Company. EJ Iddings would like 5a. to be amended. First sentence change continued "support" to opposition; Neatherlin's letter was about "opposition of the litigation to sue the property owners" so strike sentence about the Salmon Recovery Group; add Senator Sheldon and Representative Griffey along with Representative MacEwen and at the end of the sentence add "through adverse possession"; third sentence from the end delete the words "although it has seemed to slow down". These amendments will be made and reflected in the December 19, 2018 minutes. Motion to approve the December 19, 2018 minutes as amended was made by Dave Haugen and seconded by Ted Edwards. Upon vote, motion passed.

- b. Approve the January vouchers 2019-001 to 2019-018 in the amount of \$5,421.39. Ray Mow commented that the vouchers are less this month with not as many taxes. Ted Edwards moved to approve the January 2019 vouchers 2019-001 to 2019-018 in the amount of \$5,421.39. Dave Haugen seconded the motion and upon vote, motion passed.
- c. There were no campground fees collected in December 2018.
- d. There was \$200.00 collected for rental of the Port Building in December 2018.

### **3. OLD BUSINESS:**

- a. Schedule future meetings for comprehensive plan development: Scheduled for Saturday, March 16, 2019 at 10:00 a.m. This will be a special meeting to discuss the progression of the Comprehensive Plan. Public will be invited and an announcement will be placed in the Journal. Ray Mow feels we should address primary concerns of the helipad and the improvement of the campground; otherwise the rest of the current comprehensive plan should be replaced. He would like to have more community involvement with this comprehensive plan as the community did not have an opportunity to weigh in last time. Ray would like Jeana to get the information and posters that were made at the April 8, 2017 special meeting at the Port of Dewatto, where there were approximately 35 attendees who wrote down questions and concerns.

Ray would like to work with the Department of Ecology to improve the safety of the river edge at the campground. Logs need to be removed from the river and that would entail contacting the Department of Ecology and possibly a permit from the Department of Fish and Wildlife. Ted Edwards commented that a bulkhead would need to be constructed as before, although last time it only lasted until the big flood. The trees crossing the river are a safety hazard and should be removed. Ray also suggested solidifying the leasing or purchasing the portion of the campground property that is owned by the Manke Company. Dave Haugen suggested we come up with a sketch to work towards.

The prior charts have not been located, however we do have "The Parking Lot" page that has questions asked by the public attendees. Dave suggested watching the video that has been archived, on Mason Web TV for the April 8, 2017 Port meeting and view the comments from the community. Jeana will check the video. EJ Iddings stated he may have pictures of the chart pages. We need to publicize the comprehensive plan special meeting as "The Future of the Port".

- b. Resolution 01-2019 regarding Employee Deductions and Benefits provided by the Port of Dewatto: Dave Haugen feels the Resolution was well written and there are no changes. Kris explained the Resolution captures what the Port is doing and Jeana went over the actual deductions

taken for Paid Family and Medical Leave. Ted Edwards moved to approve Resolution 01-2019 regarding Employee Deductions and Benefits provided by the Port of Dewatto. Dave Haugen seconded the motion and upon vote, motion passed.

- c. Resolution 02-2019 regarding Mileage Reimbursement by the Port of Dewatto: Dave Haugen stated he had issues with employees getting paid from home to work. Joe Newman stated he does not have a company vehicle and he has to come to the campground every day during the summer to collect fee envelopes and check with the campers who have not yet paid. He also has to post the new reservations and maintain the campground. Ray Mow said he felt we could possibly do a stipend for Joe. Dave stated that if Joe was paid mileage, this should apply to Jeana as well. Ray requested we table Resolution 02-2019 until we have further information regarding the statutes and then we will have to abide by the statutes. We will revisit at the next meeting.
- d. Leave Policy: Discuss and choose which Holidays are included. Kris Tomkins spoke regarding the change, for earning Paid Time Off, from 10 days the first two years to 12 days. Also changed was the year-end carry over from 32 hours to 40 hours that is required by law. All of the holidays have been listed out in the Leave Policy. It was suggested to remove Columbus Day as a paid holiday, so it will be struck from the Leave Policy. Ted Edwards asked about Bereavement leave. Kris stated it was removed in June when the Policy was first discussed and Ted was not at that meeting. Ted would like the Bereavement leave language put back into the Policy as it is a difficult time for families. That language should read for each employee; not part time or full time. These changes will be made for the next meeting.
- e. Resolution 03-2019 regarding the Port of Dewatto Leave Policy: Tabled until next meeting to make changes.
- f. Update on Emergency Shelter: No word yet. Information has been sent out to the Emergency Management Division of Mason County.
- g. Campground: Confirm Campground Season opening and closing, and discounts. After discussion, the Commissioners agreed to have the campground open on April 1, 2019 and close on September 15, 2019. (Last camping day). Longer openings do not usually generate a profit and it "invites" illegal dumping, camping, and fishing. The discussion regarding giving discounts to the veterans resulted in no discounts as it would need to apply to others and our major income depends on the fees of the campground. If the campers rent the whole campground it will include the kitchen.
- h. Fire Rings: Dave Haugen reported that he has installed six fire rings at the campground and they look really good. He suggests we go down and see them. Dave feels about 10 more are needed, so would like to order another six now. The same vendor will be used and Dave will install them. Dave

Haugen made a motion to purchase and install six more fire rings at the campground. Ted Edwards seconded and upon vote, motion passed.

- i. Update on vinyl flooring replacement: Ray Mow stated he will talk to the sales representative at All Floors and More. He will coordinate a day to have her come out to the Port building and assess for an estimate. Ray feels she will give the Port a good deal on vinyl flooring.
- j. Update on Generator: parts are on order and repairs are planned within a week or so.
- k. Gutters in need of cleaning and repair. Standing water in front of building when it rains. Dave Haugen reported that he has cleaned the lower gutters however the upper gutters are not easy to get to and with the weather he does not want to go up on the roof of the building. Ray Mow states this can be taken care of in the summer time.

**4. NEW BUSINESS:**

- a. Approval for "Exception of Daily Deposits" to Mason County Treasurer: Jeana discussed the public depository form that the County needs for depositing funds. We are an exception to the rule as we do not deposit the campground revenue daily because of our remote location. We have deposited weekly in the past and this was approved by the Treasurer. The Commissioners agreed to keep it at once weekly, more often if possible. Jeana will sign the form and mail it back to the Treasurer.
- b. Discuss new sign vs. existing sign for the Port of Dewatto: Dave Haugen mentioned that there were some people that have had a hard time finding the Port building and perhaps if there was a sign out front it would not be so hard to find. The "Port" is not in favor of reusing the existing sign. Ray offered to check with Zumar signs in South Tacoma and obtain cost for a new, 3x4 reflective-like traffic sign. He will get steel DOT posts that will "bounce back" if run into. Ray felt this could be done for under \$300. Ted Edwards made a motion for Ray to purchase a 4x6 sign and poles with a \$300 limit. Dave Haugen seconded the motion and upon vote, motion passed. It was suggested to also talk to Brian Spillman to see what he would charge for a sign.
- c. Discuss Letter to Hilary Franz regarding the DNR litigation on proposed Dewatto Tidelands taking. EJ Iddings emailed a letter to the Port of Dewatto that he would like the Commissioners to sign on behalf of the Port. Ray Mow stated he has mark-ups on the letter, will send it to the Commissioners to proof, and would then get it to Mr. Iddings before the January 26, 2019 deadline. Ray is concerned we could lose our tax revenue base if the DNR is successful in taking the tidelands and other areas in question.
- d. Reminder of the Mason County All Ports Meeting on January 17, 2019. Kris Tomkins, Ted Edwards and Jeana Crosby plan to represent the Port of Dewatto.

**5. PUBLIC COMMENTS:**

- a. EJ Iddings read into the record, the Port of Allyn letter written by Lary Coppola to Hilary Franz, DNR. He stated that Senate Bill 5102 entered by Senator Sheldon eliminates any state agency from being able to take property by adverse possession by trespass and the land must be actually inhabited. He also stated that Bill 5103 will be entered as well limiting the DNR authority.

**NEXT BOARD MEETING DATE:** The next scheduled meeting is February 20, 2019 at 6:00 pm.

**MEETING ADJOURNMENT:** Dave Haugen moved to adjourn the meeting and Ted Edwards seconded the motion. Upon vote, motion passed and Chairman Ray Mow adjourned the meeting at 7:23 p.m.

**SIGNATURES:**

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Chairman: Ray Mow, District #2/Date

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Commissioner: Richard "Ted" Edwards, District #1/Date

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Commissioner: David Haugen, District #3/Date