

**PORT OF DEWATTO**  
**2501 NE Dewatto RD**  
**Tahuya, WA 98588**  
**REGULAR MEETING MINUTES**  
**March 20, 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 p.m.
- b. Commissioner attendance: All Commissioners were in attendance.
- c. Public comments: Jeana Crosby stated we had a guest from the Kitsap County Red Cross. Per Chairman Mow, we will talk with him when we have guest comments.
- d. Board will approve or amend the meeting agenda: Dave Haugen made a motion to approve the March 20, 2019 agenda. Ted Edwards seconded, upon vote, motion passed.
- e. Board member comments: Ray Mow sincerely apologized for not being at the Comprehensive Plan Meeting on March 16 due to a family issue and mix up of dates. Ted Edwards stated he was out of town.
- f. Guests: There were six guests in attendance including Steve Finley from the Kitsap County American Red Cross out of the Bremerton Office. He has been with the Red Cross for over 20 years. He verified that we are interested in having the Port building as an emergency shelter. A survey will need to be filled out addressing what we need. Contact phone numbers for an emergency, who is called and what Red Cross function is. There is a National Facility System (NFS) emergency app which can be downloaded on your phone. The community can be educated on the use of this app. If storage is available, the Red Cross can supply cots, blankets and other items. Our job would be to get the building opened and then staff would be called to help by coming to the building. Business cards with the Red Cross number are provided. This would be for our community and however else we can help with a disaster. There is always a duty officer available. Jeana Crosby asked if they have vouchers for displaced residents. Mr. Finley stated the system is different now and the displaced family is given a credit card that is loaded electronically and they can use it how they need. We would not be the only ones helping. The Red Cross would be there to help as well. There is an agreement to be signed between the Port of Dewatto and the Red Cross. They look at the need and how it will be best used. As

we have a generator, we should not call the Red Cross if it is just a power outage or weather related emergency, unless it is connected to a severe weather event. Dave Haugen asked if they have portable showers. Mr. Finley said it depends on the situation. They could bring portable showers however in most scenarios they would or could bus people to town or to places with showers. Ray Mow asked if there were any other questions for Mr. Finley, being none, thanks were relayed and Mr. Finley left the meeting.

## **2. CONSENT ITEMS:**

- a. Approve minutes of the regular meeting on February 20, 2019: Ted Edwards moved to approve the February 20, 2019 regular meeting minutes. Dave Haugen seconded the motion. Upon vote, motion passed.
- b. Approve the March vouchers 2019-035 to 2019-052 in the amount of \$3,821.98: Ted Edwards had a question regarding the voucher for Peninsula Fire. Peninsula bought out Bill's Fire Extinguishers. Jeana Crosby explained they had to come out to replace and refill the fire extinguishers for our annual inspection. Dave Haugen stated this is an annual occurrence but we do not need the extinguishers replaced yearly, just filled if low or used. Ted Edwards asked what the voucher was for Wet Apple. Jeana Crosby explained it is our internet web master and we had to pay to load the 2015 and 2016 meeting minutes, the comprehensive plan meeting from 2017, adding events to the calendar and granting Jeana Crosby authority to add events. There was an error in the voucher starting number on the voucher certification list. The starting number was verified and the vouchers will be accepted as amended and signed. Jeana Crosby will be more careful before printing. Dave Haugen moved to approve, as amended, the March vouchers 2019-035 to 2019-052 in the amount of \$3,821.98. Ted Edwards seconded the motion. Upon vote, motion passed.
- c. There were no campground fees collected in February as the campground was closed.
- d. There was \$50.00 collected for building rental in February 2019 for a birthday party.

## **3. OLD BUSINESS:**

- a. Follow up on the Comprehensive Plan meeting that was held on March 16, 2019. A summary of the meeting, prepared by Kris Tompkins, was passed out to the Commissioners along with a couple of letters that were sent by email. These will be attached to the minutes. Ray Mow stated he understood there were quite a few people upset that two Commissioners were absent. The attendees felt progress was not being made. He apologized again and stated another Comprehensive Plan meeting needs to be scheduled and Dave Haugen agreed. Dave drew up a draft plan he gave to the other Commissioners and wondered if it is acceptable to present. Ray Mow thought it was acceptable. Robbie Wolcott spoke up and said she feels it is not right that the Commissioners can just choose what they want

for the Comprehensive Plan. Per Ray Mow and Ted Edwards, the Commissioners are there for fact finding and to gather information. Robbie Wolcott also said as it is a paid position, the Commissioners should have been there. She was upset that she came a long way when all the Commissioners were not there. Ray Mow again apologized and explained that he fully intends to be at the next meeting. It is not the intention of the Commissioners to render a decision outside of the community. Dave Haugen was just giving an idea that will be presented at the Comprehensive Plan meeting. Dave Haugen stated that the process is to have another meeting with the community, take input and then meet again. A comprehensive plan writer should take the input and write up the formal plan for review. Eventually something will be approved and signed. Per Ray Mow, the process is typically done by having a few meetings and taking input from the community. Then the Commissioners will look at feasibility and prioritize projects. As an example, the helipad was suggested and if it is decided to move forward, in order to qualify for grant funding it needs to be in the plan. Jeana Crosby felt the community thought the old 2005 plan was going to be used again. Ray Mow said that is not what we intend to do and the old one can "just be tossed out" as 90% of it is not feasible. Andy Wood brought up the old boat ramp by the previous oyster house and it was discussed why it was destroyed which had to do with liability, and extreme outside behavior and destruction. Robbie Wolcott questioned if that property can be leased. Ted Edwards said he has asked before but they did not want to sell. At this time with the legal issues going on until they are complete, nothing will proceed regarding the oyster house property. It is considered an estuary and a migration path for salmon. Ted Edwards feels we should make an agreement with Manke where the Port of Dewatto accepts stewardship of the estuary. It would come under the protection of the Port of Dewatto. It would also allow the Port to do a boat launch like people want and deal with enforcement of trash dumping. Ted spoke with Manke representative, Harry Reidel, a while ago and Harry said they were not interested. Dave Haugen suggested talking to Harry Reidel again this year. Ray Mow said he agrees the lawsuit may hold it back and that we should move on. The next Comprehensive Plan Meeting was scheduled for April 27, 2019 at 10:00 am here at the Port. Jeana Crosby will send out reminders and advertise.

- b. Campground Clean-up reminder for March 23, 2019 at 11:00 am. This has been on the calendar for a couple of months. Ted Edwards will not be able to come. Joe Newman, Ray Mow and Dave Haugen plan to attend as does Jeana Crosby. Robbie Wolcott volunteered their flatbed to help move the picnic tables.
- c. Follow up on Resolution 002-2019 regarding Mileage. Research was done on the reimbursing of employees for mileage from home to work and back. Ray Mow stated he talked to his lawyer and was told you can do what you want but Joe Newman cannot claim mileage on taxes. Kris Tompkins got

information from the State Auditor that there has to be a policy tying the payment to a public purpose for the Port because public funds are being used. Ray Mow suggested economic feasibility. Ray Mow will provide language for Kris Tompkins to run by the Auditor to see if economic feasibility will pass as a "purpose". Jeana Crosby said if it is an economic feasibility that it could be argued, it is economically a hardship for her as well however she states when she was hired it was clear mileage to and from work was not going to be paid.

- d. Update on vinyl flooring replacement: The Carpet One quote was over \$10,000 and didn't seem very interested in doing the job. All Floors and More came out and then provided estimates before tax of \$9,079.20 on the high end and \$6,505.35 on the low end. If we pull up the existing floor, baseboards and remove the appliances it will be less. If we use tile in the bathrooms it will also save on the cost as they will not have to take out the bathroom stalls. Ted Edwards wanted to know if we thought about replacing the carpet too and have the whole room tile. Ray Mow stated that the carpet helps with the acoustics. Ted Edwards wanted to know if we will get a guarantee that the vinyl will not come back up. Ray Mow replied yes Carol from All Floors will give a guarantee. The quote will be reduced when the options are removed because we will remove the appliances and do other work. Jeana Crosby said if the floors are approved we need to amend the budget. Dave Haugen made a motion to accept the quote for replacing our vinyl floors from All Floors and More for the base price of \$6,505 plus tax. Ted Edwards seconded and upon vote, motion passed.
- e. Carpet cleaning: Jeana Crosby went over the three quotes for the carpet cleaning. One from Chem-Dry, Don's and Carpet Recovery. Jeana Crosby felt that Carpet Recovery would be the best. Deana Saylor, guest, asked if we would still get a good deal if we had to wait until after the vinyl floor is put it. Jeana Crosby will verify with the owner. Andy Wood knows someone that will give us a good deal so we will table at this time until we get all the information we need.
- f. Update on fire rings: Dave Haugen reported we have received the 12 approved fire rings and we received a free one because we have ordered so many. The Port may need more, however Dave feels a fence is more important at this time. Ray Mow stated we will wait to order anymore fire rings at this time and re-address later.
- g. Update on sign: The building sign is ready and Ray Mow will pick it up next week. Deanna Saylor wanted to know what happened to the sign she made years ago. She was told it is in the hall but it is not ready to be put up and we ordered another type.
- h. Gutter Damage: Dave Haugen reported we had over two feet of snow on our roof from the storm. The gutters were blown out in some places. He repaired the gutters the best he could. They may need to be replaced before too long. Dave suggested putting snow dams on the roof. Ted

Edwards stated they might not work out as well as they should. Dave Haugen confirmed we have not noticed any water damage as of yet.

**4. NEW BUSINESS:**

- a. Johnson Controls Alarm testing: Johnson Controls came by on March 13, 2019 to do our annual alarm testing and test the fire alarms as well as they have to be signed off by the fire department to pass inspection. This is an annual test done by the alarm company in conjunction with the fire department. The battery needed to be replaced. We could have purchased our own and put it in however, they would have to charge to come back out again. They had a battery so it was replaced and tested.
- b. Campground Reservation line: The reservation line is now open and the campground opens April 1, 2019. Per Joe Newman, we already have quite a few reservations for April and the rest of the year. There are four to five groups that have reservations for the whole campground.
- c. Campground fence project: Dave Haugen stated he has safety concerns by the river. At one point there is a ten foot drop and he feels there should be a fence along the side there. The edge is eroding and it is becoming a hazard. Ray Mow stated a fence and a warning sign would be a good idea. Dave Haugen also commented it is possible someone driving around the corner at night could end up going right off the edge. Ray Mow asked if we have quotes. North Shore Nursery quoted for two rails at 280 feet with labor and other materials would be over \$3,100.00. Kelly's Fencing in Sunnyslope quoted approximately \$3,500.00. Dave Haugen also mentioned that he spoke with Brian Spillman and they met at the campground to view the project however he has not gotten back with a quote. Wes Dixon mentioned Jim Fuller who is local. Andy Wood offered to call Brad Wood from Top Notch Fence and Custom Fencing. Ray Mow suggested we get more quotes before the next meeting and get this done. Signs on the trees will not stop the kids from jumping so we need to get the fence done. Robbie Wolcott suggested the guard rails however Dave Haugen and Ray Mow would like something that is more campground-like.
- d. Derelict Boat in Dewatto Bay: Dave Haugen mentioned he has pictures of the derelict boat in sequence of it sinking in the bay. The people at the comprehensive meeting asked if there was anything that the Port of Dewatto could do to get it out of there. DNR derelict boat department was contacted and they do not have the funds to pull the boat out and their budget is not expected to have funds until July. The boat owner has been contacted but has no funds and cannot remove it either.
- e. Letters: Letters from community members were put in the Commissioner's packet to read; one in opposition to the helipad and one in opposition to the mileage getting paid to Joe Newman.

**5. PUBLIC COMMENTS:**

- a. Public comment: Jeana Crosby reported on a poll that was done on Facebook for people that may want to buy firewood, kindling, lighter fluid, etc. at the Port building. 80% said yes and 20 percent said no. Dave Haugen agreed that we should have kindling/firewood. Jeana Crosby will look into and report. There was a suggestion that the ice cream truck come to the campground.

**NEXT BOARD MEETING DATE:** The next regular monthly Commissioner meeting is April 17, 2019 at 6:00 pm. The next Comprehensive Plan Meeting will be held on April 27, 2109 at 10:00 a.m. at the Port building.

**MEETING ADJOURNMENT:** Ted Edwards moved to adjourn the meeting and Dave Haugen seconded the motion. Upon vote, motion passed and Chairman 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