

**PORT OF DEWATTO**  
2501 NE Dewatto RD  
Tahuya, WA 98588  
**REGULAR MEETING MINUTES**  
January 8, 2020

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

Port Manager: Jeana Crosby

**1. CALL MEETING TO ORDER:**

- a. **Commissioner Mow called the meeting to order at 6:00 p.m.**
- b. **Commissioner attendance present or excused:** All Commissioners in attendance.
- c. **Select Chairman for 2020:** Commissioner Mow has held the position of Chairman for two years and asked if either of the other Commissioners would like to take over as the Chairman. Commissioner Haugen commented that he feels Ray Mow makes a good Chairman and it is acceptable by both him and Commissioner Edwards for Commissioner Mow to continue as the Chairman. Commissioner Haugen made a motion to select Ray Mow as Chairman for another year. The motion was seconded by Commissioner Mow and upon vote, motion passed.
- d. **Public comments on agenda items:** There were none.
- e. **Board will approve or amend the meeting agenda:** Commissioner Haugen moved to approve the regular meeting agenda for January 8, 2020 as presented. Commissioner Edwards seconded and upon vote, motion passed.
- f. **Board Member comments:** None.
- g. **Guests:** There were 6 guests.

**2. CONSENT ITEMS:**

- a. **Approve minutes of the regular meeting on December 11, 2019:** Commissioner Edwards moved to approve the December 11, 2019 regular meeting minutes. Commissioner Haugen seconded. Upon vote, motion passed.
- b. **Approve January 8, 2020 vouchers 2020-001 to 2020-018 in the amount of \$5,808.90.** The vouchers were sent to the Commissioners to view a couple of days prior to the meeting with the possibility of adding more to the total. Jeana Crosby did state that this is the correct amount after two more items had been entered. Commissioner Edwards made a motion to approve the January 2020 vouchers 2020-001-2020-018 in the

amount of \$5,808.90. Commissioner Haugen seconded and upon vote, motion passed.

- c. **No campground fees collected in December:** The campground is closed for the season.
- d. **No rent collected for the building December:** The building is not ready and cannot be rented.

### 3. OLD BUSINESS:

- a. **Approve the 2019 Port of Dewatto Comprehensive Plan:**  
Commissioner Mow has read the Comprehensive Plan. He feels it is well written and pertains to the Port. Commissioner Edwards moved to approve the 2019 Port of Dewatto Comprehensive Plan as presented and written. Commissioner Haugen seconded the motion and upon vote, motion passed. Commissioner Mow thanked Kris Tompkins for all of her help during the long process of getting the Comprehensive Plan done. He asked when we had to revisit the plan again or if there is a mandatory time between now and the next one that we will need. The Plan states that it will be revisited, revised or amended every five years. Robbie Wolcott asked now that the Comprehensive Plan is accepted, will community members be able to come and ask for changes if they have not been here at any of the meetings prior to acceptance of the Plan. Per Commissioner Mow, if that were to happen the Board could choose to have a meeting to discuss.
- b. **Report on Port Building and Flood Water Damage:** Port Manager Crosby stated the mitigation portion (water removal) of the building was complete and ServPro has been paid for that level of service. The next issue is the installation of the cabinets, counter tops and carpets. It was determined by the subcontractor that we will not be able to salvage the carpet as it will not be able to be stretched far enough to get it back to the way it was and will need to be replaced. This will include the office portion of the building as well. For the cabinets, the choices are to have all the cabinets removed and new ones placed, build boxes for the damaged cabinets and replace the faces we have, or replace only the damaged cabinets and replace with new and have the other ones stained to match. Enduris of Washington, our insurance company, has approved to have all of the cabinets removed should we decide to go that route. Commissioner Mow asked Manager Crosby to look into all three of the options. He would like to have the cabinets done in a way that it does not use any of the Port funds. He asked that Manager Crosby send an email to the Commissioners with the outcome.
- c. **Update on Tree at Campground:** Joe Newman reported that the big dead fir tree was taken down by the Manke Timber Corporation, per our request. The debris was to be cleaned up by the Port. Joe also stated that there was a lot of wood to cut up. The tree was very tall and there is wood for anyone that wants to go down and cut it.

- d. **Update on Certified Payments:** Manager Crosby spoke regarding the Certified Payment system. Our representative, Krystle Ramos, will do training at the end of February, early March. Commissioner Haugen requested to have a tablet or at least know how to use it should one of us not be available or not in the office for a period of time. We are expecting to have two tablets. One for Camp Coordinator Joe Newman and Manger Crosby. They will be password protected. Also, the Certified Payment System is up and running now on the Port computer and can be accessed by her. The information is also on the Port of Dewatto page but has not had the link placed yet as we are not expected to open the campground until April 1, 2020. Our representative will train everyone on that as well. Manager Crosby will inform the Commissioners when the training will be when it is scheduled. Suzanne Newman should also attend to receive the training.

4. **NEW BUSINESS:**

- a. **Discuss Reservation line and Campground opening:** The reservation line is scheduled to be opened on March 1, 2020. Commissioner Mow would like to wait until we are through January and February due to weather to assure that the campground is suitable for camping. The normal opening time for the campground has been April 1, 2020 so that we don't have undesirable people at the park before the spring opening. Commissioner Mow said we may have to vote next year for a set date. At this time, we are not setting a date to open and will be tabled until we get through the winter months. Commissioner Haugen reiterated that we are in need of a few more fire rings. Manager Crosby stated we are budgeted for fire rings this year. Kris Tompkins reported we are budgeted for seven fire rings. Robbie Wolcott asked about the picnic tables and if we need to repair or get more. Joe Newman said at this time we have plenty but if we need more he can check in to the camp at Hohobas as he heard there are still some left. If we end up with extra tables we can bring them up to the Port building.
- b. **Discuss implementing a drainage system and also possibility of getting LeafGuard System gutters:** Manager Crosby stated that with the heavy rains we have been having a lot of water pooling up to the front of the building so we need some kind of drain put in to keep the water away from it. Commissioner Haugen and Edwards have dug trenches, however, we need to have something permanent put in place to avoid any further erosion or damage. The Commissioners have agreed that we need to have a French drain type of system. Manager Crosby is to make at least three calls for estimates to get the drain put in.

Manager Crosby also stated that we have budgeted for rain gutters and she wanted to know if the LeafGuard system would be something the Port would be interested in. It is apparent that we need the drains replaced.

Also need to look at the possibility of having snow guards placed so that when we get a heavy snow it doesn't knock off the gutters. Per Commissioner Mow, he would like the Manager to call and get estimates on the LeafGuard system and others that would alleviate the problem. He would like three quotes for replacing gutters and separate quotes for snow stops.

**5. PUBLIC COMMENT:**

- a. Jay Stewart and his cousin Dick came to the meeting this evening to discuss the fact that a lot of people are interested in having a small boat launch near the Port of Dewatto. He discussed the land purchases of Manke and DNR and that there really isn't a place to be able to launch boats. There was some argument that the Port of Dewatto doesn't really have an area for a boat launch. The GPC (Conservancy) purchase was near the camp Hohobas not down on Dewatto Bay. There was much discussion between the guests and the Commissioners. The Port has no leverage or capacity to develop or take any action regarding a boat launch in that area. Commissioner Edwards feels that it is in the best interest for Dewatto to find a way to obtain an area for a boat launch. Commissioner Mow suggested that Commissioner Edwards may want to look into it, he has his vote to do so. Commissioner Haugen feels it is mute as there is no crab or fish at this time. There were obvious differences of opinion so the discussion was then tabled.

**NEXT BOARD MEETING DATE:** The next regular monthly Commissioner meeting is scheduled for February 12, 2020 at 6:00 p.m.

**MEETING ADJOURNMENT:** Commissioner Haugen moved to adjourn the meeting and Commissioner Mow seconded the motion. Upon vote, motion passed and Commissioner Mow adjourned the meeting at 6:48 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