

VIRTUAL MEETING VIA ZOOM

Poulsbo Port District – Port Commission
Poulsbo Marina – 18809 Front Street
Multi-Purpose Building on ‘E’ Dock

Subject	*REMOTE* Special Meeting Agenda	Date	July 23, 2020
Recorder	Cassidy Conners	Start Time	10:00 AM
Commission Chair	Mark Singer	End Time	11:00 AM
Commission Members	Jamie Green		
Staff Present	Carol Tripp, Port Accountant & Mgr. - Melanie Winnett, Harbormaster		

AGENDA		
No.	Topic	Action/Recommendation/Discussion
1.	CALL TO ORDER	
2.	PROCESS FOR COMMISSIONER APPOINTMENT	
3.	COMMISSIONER COMMENTS	
	ADJOURN	

<https://us02web.zoom.us/j/82664078707>

Meeting ID: 826 6407 8707

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Find your local number: <https://us02web.zoom.us/u/kdhueBlqNm>

The Port of Poulsbo provides a time for citizen input during, ‘Public Comments.’ Please limit yourself to three (3) minutes per person. If you wish to address the Commission, please speak clearly. The Commission is committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. The Board will address public comments during ‘New Business Items – public comments.’ If you wish to attend the Commission meeting and require physical accommodations in order to do so, please call (360) 779-9905 by 9 a.m. the day of the meeting.

PORT OF POULSBO
REMOTE SPECIAL MEETING MINUTES
JULY 23, 2020
10:00 AM

Present: Commissioner Singer, Commissioner Green, Port Accountant Carol Tripp, Melanie Winnett – Harbormaster, Darren Jagodzinske, Counselman David Musgrove, Miriam Stevens, Pamela Benson, Peter Horner and the Poulsbo Boater’s Association

Call to Order 10:00am

Process for Commissioner Appointment

This meeting is to discuss appointment for a new Commissioner at the Port of Poulsbo. Port Accountant Tripp started by sharing the documented process. The Port received notification from Mark DeSalvo on July 14th that he was resigning his Commission at the Port. At this time the current board must appoint a new commissioner by October 12th 2020. If the board does not appoint a Commissioner by October 12th, the Kitsap Commissioners would appoint someone. Port Commissioner Singer and Commissioner Green would need to appoint someone within 90 days. The Commissioners can pool together applicants and discuss the applications during an executive session. Interviewing those applicants would have to be done in a public meeting, as well as making the new appointment (RCW 42.30.110 Subsection 1-H). That position would be able to serve until November of 2021, and then if they want to continue, they will go for reelection at that time.

After brief discussion, the following timeline was agreed upon by the two Commissioners:

Friday, August 7th – Application deadline

Thursday, August 20th – Interviews in the form of a public meeting

September 3rd – The appointed Commissioner will be announced


Announcements will be made on the Port website, the Port of Poulsbo bulletin board, and a newspaper ad. Commissioner Singer wanted to make it clear that all applications must be turned into the Port office. Qualifications needed to apply are as follows: applicants must be registered and residing in the Port District #12 boundaries and be a registered voter in Kitsap County. The qualifications to be selected are based on interview questions presented at the time of the interview, and interview questions will not be made available prior to the interview. Applications in the form of resumes will be accepted. Once an application is submitted, it is to be made public and will be available to the public. The Poulsbo Boater’s Association will also post the announcement via social media.

Final Adjournment 10:23am

PORT OF POULSBO
REMOTE SPECIAL MEETING MINUTES
JULY 23, 2020
10:00 AM



Mark Singer, Commissioner



Jamie Green, Commissioner

Cassidy Conners, Recording Secretary (Not in Attendance)