

MINUTES OF SILVERDALE PORT SPECIAL MEETING ON May 24, 2024

The meeting was held in person at the Port of Silverdale office

Commissioner Reese called the meeting to order at 10:00 a.m. Also, in attendance were: Commissioner Slate; Commissioner Scholfield; Administrator Jennifer Olson; Joy Swedin (Old Town Massage); Hank Anderson; Tim Knapp (Tikar); Lee Knapp (Tikar) and Alex (Tikar).

Notice of the Special Meeting was placed on the Port office door days prior to the meeting and a Waiver of Notice of Special Meeting was signed by all Commissioners and is attached to these minutes.

Port Manager Job Description

There was much discussion amongst the Commissioners regarding the Port manager position, Commissioner Reese mentioned that the Ports Administrator Jennifer Olson is interested in the Port manager position. It was decided that Jennifer Olson will complete additional trainings through the WPPA (Washington Public Ports Association) and the MRSC (Municipal Research and Service Center) to become the Port Manager and the Port will hire an Administrator for her current position. The Administrator will email her current job description to Commissioner Slate.

Commissioner Reese reported that the Port turned in paperwork to the DNR (Department of Natural Resources) about a vessel that was taking on water at their dock. Commissioner Reese contacted Global Marine one of the approved contractors on the DNR list, the Port will pay the initial cost to Global Marine for the removal of the vessel, then the DNR will reimburse the Port for the costs.

Public Comment

A member of the Silverdale Community discussed hiring a new Administrator and having an additional person, the Port will need to have enough equipment and computers that supports additional staff and will have to figure out who will be the boss.


3423 Byron – Construction Progress

There was much discussion amongst the Commissioners regarding the construction progress of 3423 NW Byron Street, the Commissioners and everyone at the Special meeting walked across the street to 3423 NW Byron to look at the construction progress, then the meeting continued back at the Port office where it was agreed to by the Commissioners that will have a different contractor finish the Floor structure of the building and will fix the back patio door so it shuts and fits properly.


At 11:10 a.m. the meeting adjourned (motion by Commissioner Scholfield; second by Commissioner Slate unanimous)



Commissioner




Commissioner




Commissioner

WAIVER OF NOTICE OF SPECIAL MEETING


The undersigned, Port Commissioners for the Port of Silverdale, hereby waive the requirement of notice in writing of the special meeting of the Port of Silverdale held on May 24, 2024, at 10:00 a.m. Port office, is present at such meeting, and agrees to the conduct of the Port business as announced by the President in calling this meeting.



Commissioner



Commissioner



Commissioner

**SPECIAL MEETING
&
WORK SESSION
PORT OF SILVERDALE**

**WILL BE HELD AT THE PORT OFFICE – 3550 NW BYRON STREET, SILVERDALE
ON Friday, MAY 24th, 2024 @ 10:00AM**

**Meeting to work on the future Port Manager Job Description,
Discuss Construction progress of Old Town Massage
3423 NW Byron, Silverdale, WA**

Public comment limited to 3 minutes per person