

MINUTES OF EVERETT PORT COMMISSION WORK SESSION

January 6, 2009

PRESENT: Philip B. Bannan Incoming President
Michael F. Hoffmann Incoming Vice President
Constance M. Niva Incoming Secretary
John Mohr Executive Director
Karen Clements Chief Finance Officer
Brad Cattle Port Attorney

CALL TO ORDER: Commissioner Connie Niva called the meeting to order at 9:00 a.m.

The following items within the Work Session were action items:

1. ELECTION OF OFFICERS

Commissioner Michael Hoffmann moved to elect Commissioner Phil Bannan as Commission President for the year 2009. Commissioner Connie Niva seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

Commissioner Phil Bannan moved to elect Commissioner Michael Hoffmann as Commission Vice President for the year 2009. Commissioner Connie Niva seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

Commissioner Phil Bannan moved to elect Commissioner Connie Niva as Commission Secretary for the year 2009. Commissioner Michael Hoffmann seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

2. COMMISSION MEETINGS SCHEDULE

Resolution No. 905

Commissioner Michael Hoffmann moved to adopt Resolution No. 905, a Resolution that reconfirms the schedule and location of the Port Commission meetings, and provides for adjusting the schedule from time to time to allow for night meetings. Commissioner Connie Niva seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

3. APPOINTMENT OF LEGAL COUNSEL

Commissioner Connie Niva moved to appoint the Anderson Hunter Law Firm, represented by Bradford N. Cattle, as legal counsel for the Port of Everett for the year

ORIGINAL

2009. Commissioner Michael Hoffmann seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

4. APPOINTMENT OF PORT AUDITOR

Commissioner Michael Hoffmann moved to appoint Karen Clements as the Port Auditor for the Port of Everett for the year 2009. Commissioner Connie Niva seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

5. ANNUAL RENEWAL OF AUTHORITY TO SELL SURPLUS PROPERTY

Resolution No. 906

Commissioner Michael Hoffmann moved to adopt Resolution No. 906, a Resolution authorizing the managing official of the Port to sell and convey Port District surplus property as provided in RCW 53.08.090. Commissioner Connie Niva seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

6. TRAVEL AUTHORIZATION FOR 2009

Resolution No. 907

Commissioner Connie Niva moved to adopt Resolution No. 907, a Resolution authorizing Port travel for the year 2009. Commissioner Phil Bannan seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

7. ANNUAL RENEWAL OF DELEGATION OF AUTHORITY

Resolution No. 908

Commissioner Connie Niva moved to adopt Resolution No. 908, a Resolution adopting a Master Policy directive on the administrative authority of the Executive Director and his designees. Commissioner Michael Hoffmann seconded the motion. A vote was called for:

Vote: 3-0
Yes: Bannan, Hoffmann, Niva
No: None
Abstained: None

Motion carried.

COMMISSIONER BANNAN RECESSED the meeting into Executive Session at 10:02 a.m. and announced that it would conclude by 11:00 a.m. The purpose of the Executive Session is to review the performance of the Executive Director. No action will be taken.

THE WORK SESSION was reconvened with no further action taken and adjourned at 11:00 a.m.

APPROVED: THIS 10th day of February 2009. EVERETT PORT COMMISSION

By: Philip B. Bannan
Philip B. Bannan, President

Michael Hoffmann
Michael Hoffmann, Vice President

Constance M. Niva
Constance M. Niva, Secretary