

**HMC Management
Island Manager Report (Summary)
Board Meeting
September 12, 2009**

Administration

- Two new chairs were purchased for the Office Manager and Island Manager. Carolyn's chair was threadbare. Manager's chair was too large for the limited space. A used wooden desk is replacing the large metal desk in the manager's office, to make better use of available space. Thanks to Mike Shettlesworth, Mike Davis and Allen Moren for their help with the assembly and installation!
- Partially as a result of furniture purchase, we are accumulating a number of items to be surplussed, and hope to have a list available by the end of the month. We will submit the list to the Board for discussion as to the method of disposing of these items, which will include two chairs, a desk, and bookcase, computer components, ferry and other items.

Legal

- There are a total of 8 delinquencies, five are at collections, three still being worked at the office.

Roads

- Coordinated HMC's responsibility to cure the encroachment on the O'Neill and Podell properties at the South End; mailed letters of notification to a dozen members who might be temporarily affected by traffic and construction; coordinated purchase of supplies and materials; conducted research as required.
- Researching availability of dead end signs and burn ban signs for posting on Island properties. A "standard" burn ban sign is not available, so this issue will require more research. Dead end signs are apparently available in storage already, so we need to determine where they should be placed.

Transportation

- Coast Guard annual in-water inspection of the Island ferry has been scheduled for Tuesday, October 6 at 9:30 a.m. on the mainland side. We will purchase two new ring buoys in anticipation of this inspection and install them on the ferry. The old buoys will be held for sale to members at our surplus sale.
- Ferry Fare Policy affecting commercial vehicles has been revised and distributed to the ferry crew; copies have been mailed to CenturyTel, Peninsula Light and HoneyBucket.
- Kraig Shaner of Pierce County Bridge Engineering responded to my email requesting an update on the status of our "Ferry Dock License" agreement which had become stalled over certain issues. He will redraft the agreement and forward a draft for our review.
- Issued instructions to the ferry crew to lock the portable toilet on the mainland side at the end of each day, reopening in the morning. This was done at their request, to prevent or reduce the amount of vandalism to the toilets. Honeybucket has been provided with a key and is agreeable, as long as they can service the toilet on schedule.
- Met with ferry crew to discuss operational issues.
- As a result of a petition, an election was held to determine whether ferry employees preferred to join the Inlandboatmen's Union. The election succeeded. We have received certification of election results from the NLRB, and will wait now to hear from the IBU. Expect that contract negotiations will be complex and time consuming.

Emergency Preparedness.

- A secure, alarmed outdoor container for the AED has arrived. It can sound a local alarm and can also be connected to the Community Building alarm system once a glass-break alarm device is received from the alarm company. Installation?
- Two ring buoys (life rings) will be installed at the dock on North Beach and on the shore.
- Met with Fire Chief Tom Lique regarding Island fire protection and potential impacts of fire district levy failure on local fire protection.

Water

- Assisted with finishing touches on the Water System Plan.
- Accompanied Mike Davis to learn practice of water sampling, which needs to be performed monthly. Delivered sample to Washington Water in Midland. Previous manager delivered samples on Wednesday a.m. to Gig Harbor office of Washington Water. Hopefully we will find a volunteer to take the Tuesday sample to the same office and avoid future trips to the office in Midland.