

BIRCH BAY VILLAGE COMMUNITY CLUB

MARINA COMMITTEE MEETING

April 11th, 2023

**ZOOM / HYBRID**

**2:00 PM**

Meeting ID: 88586569122 Password: 8055

Phone In call only: 1-253-215-8782

**MINUTES**

**Marina Committee Members**

✓ Rick Whitaker (Chair)	✓ Ken Davidson	✓ Kevin Anthony (Scribe)
✓ David Luton	✓ Llew Johnson	✓ Rob Booth
✓ John Stone		✓ = In Attendance

**BBVCC Officers and Staff Present**

✓ Dave Owen	✓ Patrick Heaviside	
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**Audience**

✓ Wade Church		
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**APPROVAL OF AGENDA** April 11th, 2023 - [Approved](#)

**APPROVAL OF MINUTES** March 14<sup>th</sup>, 2023 - [Approved](#)

**AUDIENCE PRESENTATIONS**

[No presentations.](#)

**OLD BUSINESS**

**1. Marina Work Orders (Patrick)**

- Update on the Marina Work Order List: Completed and Open Items.

[Launch Ramp repair: Still waiting for a sufficiently low tide \(around -3.0\) to properly do repairs at the lower end of the ramp. An ideal tide is predicted on Monday, June, 5 \(-3.32 at 12:44 pm\). It is expected we will need to have rock fill, and quick drying concrete available to perform the repairs.](#)

**2. Fuel Dock Subcommittee**

- Cabinet for spill absorbent booms – status?

[Kevin: Advise we should use a spare cabinet available from the Maintenance Shop for the main cabinet. Kevin discussed with Patrick a proposed location on the south side of the top of the boat ramp, adjacent to the canoe / kayak racks. A second cabinet could be purchased to hold an additional boom & other equipment near the office if it is deemed necessary.](#)

**Action Item:** [Patrick will talk to Maintenance and try to have it in place before Vessel Safety Day.](#)

- Training for Security on Marina Emergencies, e.g. sinking, spills.  
Patrick: Security personnel have written instructions to deal with potential marina problems and are checking the docks regularly.
- **Fuel Dock Replacement** (Patrick)
  - Quote for new fuel dispenser w/card reader + installation to replace old dispenser and card reader (goal to replace by May 2023).  
Committee advises we replace card reader only for now. The dispenser does not appear to need replacing.  
**Action Item:** Patrick will obtain and provide at least one bid, (three if possible), for the BOD to consider for funding.
  - Estimate for fuel dock replacement, using guest dock w/modifications.  
**Bill Hanes (Ashton Engineering)** is planning to have preliminary design and a rough estimate of engineering costs around 4/15. Once we have an idea on design choice(s), we should approach potential contractors for “order of magnitude” estimates which can help the BOD determine the feasibility of funding.
- **Fuel Tank Replacement**
  - We should get the exact date we will be required to replace the gas tank so we can get a reserve account set up to accumulate funds.  
Current tank is at end of its 30 year expected life in June, however the tank continues to pass annual and quarterly inspections. The Dept. of Ecology is not imposing a hard replacement date on our tank. There are concerns regarding tank failure, causing a potential spill. It is believed that our insurance would not cover a spill.  
Replacing the existing underground tank with a smaller **above ground** tank (1,000 – 1,500 gallons vs. the current 2,000 gallons) should be considered. This could substantially reduce cost, and reduce environmental risk. The aesthetics of installing an above ground tank need to be considered, but the potential footprint of a tank that size should be manageable.  
**Action Item:** Patrick will solicit pricing and specifications for tank replacement, and determine what the fuel vendor’s minimum volume is for fuel deliveries.

### 3. Remaining A, C, D Docks Replacement:

- Status on BMI contract, especially PROJECT SCHEDULE, unfinished engineering work.  
John S: Randy Ambuehl, Rick Tanner, and John met with BMI last week and they provided the following information:
  - The previously provided Construction Schedule is still valid.
  - If desired, the B dock floats could be retrofitted in October prior to starting the A, C, & D dock project.

- Some engineering details have been modified, and final plans should be provided to BBV within about a week.
- Warped bull rails on B dock will also be replaced during the construction period.
- Large exposed knots in the B dock timbers are also of concern for water damage, and BMI will make efforts to avoid this on the other docks. Knots should be filled to prevent damage, by either us or BMI.
- BMI will also look into alternatives to replacing the B, C, & D ramps.

- Status of Permits (Anchor QEA)

Patrick: Last report was that the process is moving along. Rick T. (not present) should have more information.

John S: Believes Rick T. has given approval to Anchor QEA to proceed with all necessary marina related permitting. Rick W. would like the Marina Committee to be provided with at least monthly updates on permit status.

#### 4. Dock Access ramps for B/C/D docks. (Patrick)

- Update on schedule and estimate for project.  
BMI will look into alternatives to replacing the B, C, & D ramps.  
No other updates on other bids to furnish and install new ramps.
- Status for permits?
- Anchor QEA is proceeding with permits, but no specific update was available.

#### 5. Dredging: (Sub-committee: Ken D, Ken Hecker, Peter Kelly, Rick Whitaker)

- Progress on permit changes by AnchorQEA?  
Anchor QEA is proceeding with permits, but no specific update was available.
- Progress on permit for 2023 marina mouth dredging project?  
Anchor QEA is proceeding with permits, but no specific update was available.

#### 6. Marina Rules and Regs: (Llew Johnson) Progress on re-write:

- Re-write, defining applicability of R&R's to Community Docks and Private Docks and removing ambiguity.  
There was discussion considering increased moorage rates for renters, non-resident owners, etc. Several possible variables, such as owners with multiple properties, pose potential complications.

- Proposed rule change to free moorage space where boats remain inactive for years.

Patrick provided a draft policy to address inactive/inoperable vessels (see attachment #1 “Vessel Moorage”). It is decided that certain language, such as the definition of an “Actively used vessel” needs refinement.

Further discussion of rule changes will be held during the ongoing meetings of the rules sub-committee, with the next meeting scheduled for 2pm, Thursday, 4/18 (location TBD).

## 7. Vessel Safety Day

- Update (Dave Luton). More volunteers needed to complete the list of tasks?

Dave L. provided a map showing locations for different activities. He will be bringing tables, orange cones (more needed), and other display items to set up the morning of the event. Pop-up tents have been promised by others.

Sign-ups for Safety checks are light, with 8 participants so far. Dave Sawicki is handling scheduling.

Volunteers are still needed for help with various tasks, **especially the Ground Fault Test display.**

Need volunteers to provide food for the Coast Guard Auxiliary (breakfast and lunch) and volunteers (snacks & drinks). Contact Dave Sawicki for a list of needed items. Volunteers will be reimbursed for food costs.

A handful of boat owners have agreed to have their boat open for visit on docks A, B, C, and possibly D dock. It would be beneficial if we had extra persons on any open docks to assist visitors (there will be a minus -1.5 tide at 1:30 pm, so the ramps could be challenging).

Rick Tanner will advertise the dock and boat open house in his weekly updates.

**NEW BUSINESS:** No new business.

Meeting adjourned at 9:06 pm.

**Next meeting:** May 9<sup>th</sup>, 2023, 2 pm

## Attachment #1

### Vessel Moorage

#### Inoperable Vessels

The owner of any vessel thought to be *inoperable* (for description of *operable* see **Section 4.4.1**) will be contacted by the Harbormaster to determine vessel condition(s). The Harbormaster will schedule a time for the owner to demonstrate the operability of the vessel. If it is determined that the vessel is indeed *inoperable*, a period of 45 days will be granted to make repairs that make the vessel *operable*.

If at the end of the 45 days it is found that additional time is needed to make repairs, the vessel owner must communicate that to the Harbormaster and an extension can be granted.

It is the policy of BBVCC that any vessel moored in the Marina be *actively used* for boating. Any vessel with an annual moorage assignment in the Marina that is not *actively used* during the entirety of the boating season will be considered an *inactive* vessel. BBVCC slips are not to be used for “projects” or “wet storage”.

In the case of a vessel that is thought to be not *actively used*, the Harbormaster shall contact the vessel owner to determine the situation. If the vessel is indeed not *actively used* (i.e., owner lives outside of BBVCC, vessel does not leave the Marina) the Harbormaster may request the owner to remove the vessel from the Marina (see **Section 1.7**). This decision will be based on availability/demand for moorage in that given year as well as if the vessel poses a threat to BBVCC docks, neighboring vessels, or may pose an environmental hazard.

If the vessel presents a safety issue described above, it must be removed within 72 hours. After 72 hours, a daily fine of \$25 will be imposed until the situation is rectified.