

PORT OF MANCHESTER
MINUTES
March 9, 2026

Manchester Library Meeting Room
8067 E Main Street
6:00 pm

REGULAR MEETING

1.0 Call to Order – President Holst called the meeting to order at 6:00 pm. Commissioner Pappas, Manchester Water District GM Tony Lang, and 14 public guests were also present.

2.0* Consent Agenda

- 2.1** February 9, 2026, Regular Meeting Minutes.
- 2.2** Approval of vouchers numbered 2026.025 – 2026.039 were audited and certified by the Auditing Officer as required by RCW 42.24 in total sum of \$8,075.24.
- 2.3** Approval of Port Payroll Affidavit

*Commissioner Pappas moved to approve the Consent Agenda as presented. President Holst seconded; **the motion carried unanimously.***

3.0 Public Comment

There was a short discussion regarding Safe Security and a white van that had been loitering at the Port parking lot after hours. It was stated the security guard has been doing a great job of monitoring the lot, addressing unwanted activity and providing subsequent reports to Port staff.

4.0 Regular Agenda

4.1* Nominations and Selection for Port Commissioner – Position 1

President Holst discussed the applications received from interested candidates for Port Commissioner - Position 1. He read applicant qualifications for the two candidates who could not be in attendance. The other two candidates, Bob Ballard and Scott Williams, discussed their qualifications and why they want to serve on the Board. Applications were received from a total of four candidates:

- 1) Kenneth Baker
- 2) Bob Ballard
- 3) David Kimble
- 4) Scott Williams

After hearing candidate testimony, Lang stated the Board would convene into executive session at 6:18 PM in accordance with RCW 42.30.110(1h) to discuss candidate qualifications and return at 6:25 PM. The Board reconvened at 6:25 PM. President Holst thanked all candidates for their interest and willingness to fill the open position.

*Commissioner Pappas moved to appoint Scott Williams to fill the Position 1 vacancy. President Holst seconded the motion; and **the motion passed unanimously.***

4.2 Review of Draft Interlocal Agreement Amendment with Manchester Water District

GM Lang discussed the proposed modifications to the Interlocal Agreement between the Port of Manchester and Manchester Water District. Lang indicated most of the revisions are reflected in the “District Services Provided to the Port” section. Current monthly services provided by the District to the Port were updated and/or added to this section. Additional services provided by the District on an “as needed” basis were also reflected so the Port’s Board can select which services they would like the District to complete. The Port Board has the right to suspend or discontinue any services provided by the District at any time. Lang stated Manchester Water District is scheduled to adopt the amended ILA at the March Board meeting. The signed Agreement will be presented to the Port’s Board for approval at their regularly scheduled April meeting.

4.3 Financial Report

There was a discussion regarding total costs for landscaping services and Safe Security. It was stated by Commissioner Pappas that saving a little bit of money on these services is not going to provide the financial results needed for major capital improvements. Other sources of income such as fund raising, donations, grants, etc. need to be researched to fund major capital projects.

5.0 Executive Session

At 6:18 PM, GM Lang indicated that pursuant to RCW 42.30.110(1h), the Board would convene into Executive Session to discuss the qualifications of the candidates and would reconvene at 6:25 PM. The Board reconvened and continued the meeting at 6:25PM.

6.0 Commissioner Comments – No additional items were discussed

7.0 POM Future Meeting Dates:

- 7.1 April 13, 2026, 6:00 p.m. – Regular Meeting, Manchester Library
- 7.2 May 11, 2026, 6:00 p.m. – Regular Meeting, Manchester Library
- 7.3 June 8, 2026, 6:00 p.m. – Regular Meeting, Manchester Library

8.0 Kitsap All Ports Future Meeting Dates

- 8.1 April 27, 2026, 6:30 p.m. – Port of Brownsville
- 8.2 July 27, 2026, 6:30 p.m. – Port of Brownsville
- 8.3 October 26, 2026, 6:30 p.m. – Port of Brownsville

9.0* Adjournment

Commissioner Pappas moved to adjourn the meeting at 6:57 pm. President Holst seconded, and the **motion passed unanimously.**



Scott Williams
Commissioner

Kevin Holst
President



Alexis Pappas
Vice-President

* Indicates Action Item