

PORT OF MANCHESTER
MINUTES

June 8, 2026

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

REGULAR MEETING

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

2.0* Consent Agenda

2.1 May 11, 2026, Regular Meeting Minutes.

2.2 Approval of vouchers numbered 2026.074 – 2026.089 were audited and certified by the Auditing Officer as required by RCW 42.24 in total sum of \$8,214.59.

2.3 Approval of Port Payroll Affidavit

Commissioner Williams moved to approve the Consent Agenda as presented. Vice-President Pappas seconded; the motion carried unanimously.

3.0 Public Comment

No public comment during this time was presented.

4.0 Regular Agenda

4.1 May Parking Lot Accident Discussion

President Holst discussed the unfortunate accident that occurred at the Port on Sunday May 24th. A Port visitor was fatally injured when his car rolled through the parking lot, eventually running him over near the Boat ramp. Port Commissioner's expressed their sincerest condolences to the family and friends of the individual who lost their life.

4.2 4th of July Preparation Discussion

President Holst asked GM Lang to place the "No Fireworks" signs out at the end of this week to give the public fair warning of the Port's rules and regulations prior to the 4th of July. Lang said the garbage container is scheduled to be delivered on July 3rd and picked up on July 6th.

4.3* Adoption of Resolution 2026-05 Authorizing Participation In and Use of the Statewide Small Works Roster Administered by Municipal Research Services Center of Washington (MRSC)

Lang discussed MRSC, state regulations, and the reasoning for the Port Commission to adopt Resolution 2026-05. After a short discussion, Commissioner Williams expressed concern for some of the verbiage in the Resolution. Lang stated we can table the adoption of the resolution until next month after Commissioner Williams has had more time to review the document.

No formal Board action was taken

4.4 South Dock Broken Piling Removal Update

GM Lang discussed the compliance requirement from WDFW to remove the existing pile on the south pier. Preliminary estimates range from \$7000 to \$12,000 to remove the remaining stump. Lang stated that after the MRSC Rosters resolution is passed, the Port can go out to bid for this project.

4.5 Maintenance Hydraulic Project Application (HPA) Modification Update

President Holst reported the modification to the HPA permit was approved by WDFW. He stated we can now backfill around the light standards, repair concrete issues on the boat ramp, and fix soft shore deficiencies. Lang stated that backfilling around the light standard will be completed in the next week or two.

4.6 Kitsap County Stormwater Cleaning Requirements for the Port Parking Lots

GM Lang discussed a “Duty to Perform” letter he received from the Kitsap County Stormwater Division during May. Kitsap County is requiring the entire storm system to be cleaned and identified deficiencies repaired within 30 days. Lang stated he is trying to set up an account with Kitap County to be able to dump the storm debris at their decanting facility in Brownsville. If that is achievable, then Manchester Water District staff should be able to perform the work instead of having to go out to bid.

4.7 Comprehensive Scheme of Harbor Improvements (CHSI) Discussion

Commissioner Williams presented the draft Comprehensive Scheme of Harbor Improvements (CHSI) for the Port of Manchester. He requested additional input from community members and other Commissioners for inclusion in the plan. After a brief discussion there were no modifications to the draft plan. Lang stated he would prepare a Resolution for adoption of the plan at next month’s meeting.

4.8 Financial Report

Commissioner Williams requested information on the reason why the Income & Expense spreadsheet for Commissioner Pay did not match the voucher in the signatory folder. Lang stated he would look into it and report back next month.

5.0 Commissioner Comments

Commissioner Williams – stated he would like to be more help throughout the month but is unsure of what his limitations of duty are as a Commissioner. GM Lang and President Holst stated he should send inquires through email if he has questions or thinks something needs to be completed right away.

President Holst – stated he would be attending the Washington Public Ports Association (WPPA) Finance & Administration seminar in Everett on June 24 & 25th.

6.0 POM Future Meeting Dates:

- 6.1** July 13, 2026, 6:00 p.m. – Regular Meeting, Manchester Library
- 6.2** August 10, 2026, 6:00 p.m. – Regular Meeting, Manchester Library
- 6.3** September 14, 2026, 6:00 p.m. – Regular Meeting, Manchester Library

7.0 Kitsap All Ports Future Meeting Dates

7.1 July 27, 2026, 6:30 p.m. – Port of Brownsville

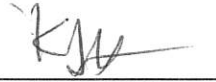
7.2 October 26, 2026, 6:30 p.m. – Port of Brownsville

8.0* Adjournment

Commissioner Williams moved to adjourn the meeting at 7:13 pm. Vice-President Pappas seconded, and the **motion passed unanimously**.



Scott Williams
Commissioner



Kevin Holst
President



Alexis Pappas
Vice-President

* Indicates Action Item

