

PORT OF MANCHESTER  
MINUTES  
August 9, 2021

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

**REGULAR MEETING**

**1.0 Call to Order.** Board President Strode called the meeting to order at 6:00 PM. Present were Commissioners Strode, Fallstrom and Ballard. Also present was Attorney Thompson and Contract Administrator O'Connell. Two guests were present.

**2.0 Approvals – Consent Agenda**

**2.1** Port Meeting Minutes for July 12, 2021

**2.2** All Ports' Meeting Minutes for July 26, 2021

**2.2** 17 Vouchers in the total sum of \$7,882.70.

Commissioner Strode objected to approval of the water utility bill in the amount of \$481.99. He stated the bill had never been that high in the past. He also questioned the water district maintenance fees because the word “mow” was included in the descriptor. The Port contracts with Nature’s Design for lawn maintenance. After discussion, Commissioner Fallstrom moved approval of the consent agenda, less the water utility bill. Commissioner Ballard seconded and **the motion. passed unanimously.** Administrator O’Connell agreed to investigate both issues and report back at future meetings.

**3.0 Public Comment.**

No additional public comment was offered.

**4.0 Miscellaneous:**

**4.1 DERELICT VESSEL INVOICE:** Administrator O’Connell presented the total invoice for removal of the derelict vessel “Quiet Time” in June. O’Connell explained that in accordance with the Department of Natural Resources policy, an application for 90-percent reimbursement of the costs to remove the vessel would be submitted following the 30-day notification process to the last registered owner. If the owner does not pay for the cost of removal during the notification period, then the Port may be eligible for reimbursement.

**4.2 JULY 4<sup>TH</sup> EXPENSE REPORT:** Administrator O’Connell reported that the total cost for the July 4<sup>th</sup> event was \$704.97. Although he had requested three 3-yard dumpsters be delivered on July 2<sup>nd</sup>, Waste Management delivered one 8-yard dumpster. There was an additional water district dump fee to clean up excess garbage afterward.

**4.3 FINANCIAL REPORT:** Administrator O'Connell gave a written and oral report. For the period ending July 31, 2021, there was a total fund balance of \$82,157.52 including year to date launch fees and overnight parking collected totaling \$10,877.00. There was discussion concerning some of the financials, all to the satisfaction of the guests and Commissioners. Commissioner Ballard moved to approve the report. Commissioner Fallstrom seconded **the motion passed unanimously.**

**4.4 COMMISSIONER COMMENTS:** No further comments were offered.

**5.0 Future meeting dates:**

**5.1** September 13, 2021, 6:00 pm - Regular meeting, Manchester Library

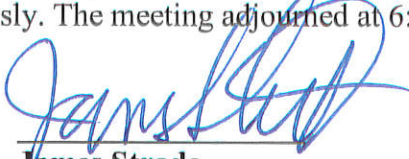
**5.2** October 11, 2021, 6:00 p.m. – Regular Meeting, Manchester Library

**5.3** November 8, 2021, 6:00 p.m. – Regular Meeting, Manchester Library

**6.0 Adjournment** - Commissioner Fallstrom moved to adjourn the meeting. Commissioner Ballard seconded the motion. Passed unanimously. The meeting adjourned at 6:32 p.m.



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**Ronald E. Thompson**  
Attorney/Auditor



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**James Strode**  
President