

PORT OF MANCHESTER  
MINUTES  
January 10, 2022

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

**REGULAR MEETING**

Pierce County Judge pro tem administered the oath of office to newly elected Commissioners Robert Ballard and Lary Coppola.

**1.0 Call to Order.** Board President Strode called the meeting to order at 6:00 PM. Present were Commissioners Strode, Coppola and Ballard. Also present was Attorney Thompson and Contract Administrator O'Connell. Four guests were present. Pierce County Judge pro tem and Port Attorney Ron Thompson administered the oath of office to newly elected Commissioners Robert Ballard and Lary Coppola.

**2.0 Approvals – Consent Agenda**

**2.1** Meeting minutes for the December 13, 2021 Regular meeting.

**2.2** Approval of 14 vouchers audited and certified by the Auditing Officer as required by RCW 42.24 in the total sum of \$6,134.88. The State has yet to reimburse the Port for costs related damages caused by the derelict vessel.

After discussion, Commissioner Ballard moved approval of the Consent Agenda. Commissioner Coppola seconded the Motion. Approved unanimously.

**3.0 Public Comment.**

There was considerable discussion regarding injuries, and then death suffered by a youth during the 4th of July celebration. It is not known whether this took place on Port property. Apparently, the youth lost his hand, and the injuries resulted in his death. Guests queried the Commissioners on whether they would appoint someone to investigate the circumstances. Commissioner Strode responded that there is nothing in the Port budget to provide for the expense of hiring an investigator. The Port is fully insured, and if a claim is made through the appropriated procedures, then the Port insurance would provide for an investigation. The Port has adopted an claims procedure that must be followed whenever a person is seeking damages from the Port.

**4.0 Resolution 1-22 - Appointing Ronald E. Thompson as Attorney/Auditor for the Port:**

After consideration, Commissioner Ballard moved to approve the Resolution. Commissioner Coppola seconded the motion. Passed unanimously.

**5.0 Resolution 2-22 - Election of Port Officers:**

Commissioner Ballard moved to elect James Strode as President of the Commissioners, Lary Coppola as Vice-President and Bob Ballard as Secretary. Seconded by Commissioner Coppola. Passed unanimously.

**6.0 Resolution 3-22 - Appointing Contract Administrator.**

Discussion ensued regarding the role of Dennis O'Connell as contract administrator. He presented a letter dated December 30, 2021 requesting several revisions to the interlocal agreement between the Port and the Manchester Water District dating back to July 2006. If approved, the revised agreement would become effective on February 10, 2022.

After discussion, revisions were added. A clean Resolution will be presented at the February 2022 meeting of the Commissioners. Commissioner Ballard moved to approve the revised Resolution. Commissioner Coppola seconded the motion. Passed unanimously.

**7.0 Resolution 4-22 - Appointing Claims Agent:**

Commissioner Ballard was substituted as Alternate Agent to receive claims made against the Port for damages. Commissioner Ballard moved to approve the revised Resolution. Commissioner Coppola seconded the motion. Passed unanimously.

**8.0 Resolution 5-22 -Adopting Rules of Governing:**

After consideration, Commissioner Ballard moved to approve the Resolution. Commissioner Coppola seconded the motion. Passed unanimously.

**9.0 Resolution 6-22 - Adopting Small Works Roster**

After consideration, Commissioner Ballard moved to approve the Resolution. Commissioner Coppola seconded the motion. Passed unanimously.

**10.0 Resolution 7-22 Adopting Rules for Public Records**

After consideration, Commissioner Ballard moved to approve the Resolution. Commissioner Coppola seconded the motion. Passed unanimously.

**11.0 Interlocal Agreement between Port and Water District**

The role of the Water District is to be reduced by the adopted changes to the agreement. This is with the understanding the any one of the Commissioners can authorize the Water District to act on request. The amendments to the interlocal agreement are as approved by the amended Resolution 3-22

**12.0 Miscellaneous:**

**12.1 Financial Report** - Dennis O'Connell gave a written and oral report. The Port ended the year 2021 with a fund balance of \$56,148.54 including Launch Fees collected in the sum of \$18,463.00 There is an account receivable from the State in the sum of \$11,630.87 for expenses incurred due to a derelict vessel.

**12.2 COMMISSIONER COMMENTS -**

None

**13.0 Future meeting dates:**

**13.1** February 14, 2022, 6:00 pm - Regular meeting, Manchester Library

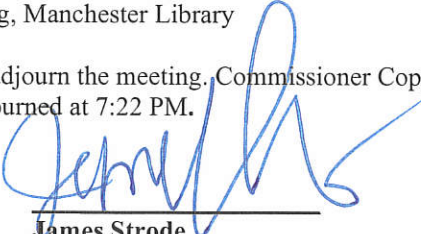
**13.2** March 14, 2022, 6:00 pm -Regular meeting, Manchester Library

**13.3** April 11, 2022, 6:00 pm - Regular meeting, Manchester Library

**14.0 Adjournment** - Commissioner Ballard moved to adjourn the meeting. Commissioner Coppola seconded the motion. Passed unanimously. The meeting adjourned at 7:22 PM.

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**Ronald E. Thompson**  
Attorney/Auditor



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**James Strode**  
President