

PORT OF MANCHESTER
MINUTES
September 14, 2020

**In Response to the COVID-19 Pandemic and Governor's Directive,
this meeting was conducted via telephone conference call**

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 were Attorney Thompson and Contract Administrator O'Connell. One guest, Bill Malmquist was also present. All were present via telephone conference arranged by Dennis O'Connell.

2.0 Approvals - Consent Agenda

2.1 Regular meeting minutes for August 10, 2020 teleconference meeting.

2.2 Vouchers numbered 20215 through 20229 in the total sum of \$5,450.14

There was discussion concerning the payment to Safe Security in the sum of \$1932.00. Contract Administrator O'Connell was able to obtain a reduction in their billing in accordance with their prior arrangements.

After discussion, Commissioner Ballard moved approval of the consent agenda. Commissioner Fallstrom seconded the Motion. Passed unanimously.

3.0 Public Comment.

Guest Malmquist stated that he was delighted to see that our income from launch fees is exceeding last year.

4.0 FOML Project Update. Contract Administrator O'Connell reported that the Friends of the Manchester Library are seeking a grant to purchase solar panels for the library. In order for the grant to be considered, the owner or landlord must state that they are in accord with the application. A letter stating that accord was prepared by Contract Administrator O'Connell for Presiding Officer Strode's signature. After some discussion, it was moved by Commissioner Fallstrom that the Board President be authorized to sign the letter in behalf of the Commission representing Board approval of the application. Commissioner Ballard seconded the motion. Passed unanimously.

The shed owned by the library has been moved to make room for a new retaining wall at the South border. The labor was volunteer by Water District personnel.

5.0 Miscellaneous

5.1 Financial Report. Contract Administrator O'Connell gave a written and an oral report. For the period ending August 31, 2020 there was a total fund balance of \$70,313.94 including year to date launch fees collected totaling \$14906.50. We are within budget thus far. The sum of \$6500 was transferred from the Kitsap Bank account to the County Treasurer account.

5.2 Commissioner Comments - It was noted that we may not be able to meet personally in October due to COVID-19 restrictions, and the preliminary budget hearing is to take place at this meeting. Contract Administrator O'Connell will be searching to find the best way to make a power point presentation of the budget preliminaries, whether that be Zoom or some other application in the event that a personal meeting is not appropriate.

The presumed abandoned vessel anchored offshore is still there. It could become a hazard to our Port assets in the event of a storm. There is not much that can be done by the Port at this time until such time as there is a real threat of damage to the Port. It was the consensus of the Commissioners that we should hold off in taking any action at this time in hopes that the threat will be removed.

No action was required at this time on this Agenda item

6.0 Future meeting dates:

6.1 October 12, 2020, 6:00 pm - Regular meeting, Manchester Library (location tentative) Preliminary budget review

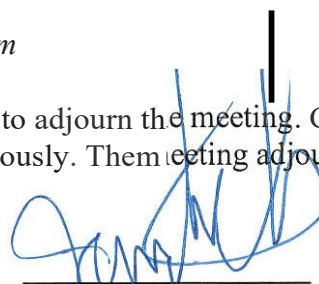
6.2 November 9, 2020, 6:00 pm - Regular meeting, Manchester Library (location tentative) Budget hearing and approval

6.3 December 14, 2020, 6:00 pm - Regular meeting, Manchester Library (location TBD)

No action was required on this Agenda item

7.0 Adjournment - Commissioner Ballard moved to adjourn the meeting. Commissioner Fallstrom seconded the motion. Passed unanimously. The meeting adjourned at 6:25 PM.

Ronald E. Thompson
Attorney/Auditor



James Strode
President