

PORT OF MANCHESTER  
MINUTES  
August 8, 2016

**Manchester Library Meeting Room, 8067 E. Main Street**

**REGULAR MEETING**

**Call to Order.** Board President Strode called the meeting to order at 6:00 PM. Present were Commissioners Strode Pedersen and Fallstrom.. Also present were Contract Administrator O'Connell, Attorney/Auditor Thompson, and 5 guests.

**2.0 Approvals – Consent Agenda**

**2.1** Regular meeting minutes for July 11, 2016.

**2.2** Vouchers numbered 16-081 through 16-095 in the total sum of \$11,962.23. Annual insurance premium to Enduris Washington is \$8607. Rusty's Cleaning is \$945 and includes July 4th clean-up.

After discussion, Commissioner Pedersen moved to approve the Consent Agenda. Commissioner Fallstrom seconded the motion. Passed unanimously. Commissioner Strode declined to vote because he was not present at the July meeting.

**3.0 Public Comment.** - Commissioner Strode gave a report regarding the All Ports meeting held last month. The request of the Department of Ecology for a working agreement with the Kitsap Ports was burdensome.

The Port park is receiving very favorable comments, and is getting well used this summer.

MCAC coordinator Paul reported that a meeting is forthcoming at the County relative to the manner in which residences are identified. The project is called, "Kitsap One" with several county staff working on it. This is a much needed project because several residences are improperly designated.

Commissioner Pedersen questioned whether a community event should be held to discuss some issues that are being presented at the forthcoming November election. One of those issues has to do with a proposal for Kitsap Transit to provide new foot ferry service.

**4.0 Manchester Sign Restitution** - Attorney Thompson reported that he has been in touch with the insurance company that insures the person the damaged the sign, and that he needed a repair invoice to present for payment. Contract Administrator O'Connell provided an invoice in the sum of \$1543.43. Attorney Thompson stated that he would present the invoice for payment.

**5.0 Damage to Perimeter Fence at Library:** Contact has been made with the responsible party who has stated that he will make things right. A repair invoice is necessary to present to him for payment. Contract Administrator O'Connell will make an assessment and provide his statement of damages

**6.0 Overnight parking** - Commissioner Strode has made an assessment, and is of the opinion that overnight parking should be an election for users of Port facilities for a charge of \$10 a night. The Ven-Tek machine can be programmed to allow for this option. After lengthy discussion, Commissioner Fallstrom moved to change Port rules to allow overnight parking for a charge of \$10 a night. Commissioner Pedersen seconded the Motion. Passed unanimously. Attorney Thompson is to prepare the necessary Resolutions for adoption.

**7.0 Emergency Access Policy Input Request.** Contract Administrator O'Connell gave an update on the request. Commissioner Strode opined that a Resolution was not necessary since the authority is contained in the RCWs, and that we need only to provide contact information to the Department of Ecology

**8.0 Upcoming Events.**

**8.1** Friday, August 26, 2016 - Manchester Flea Market & Pet Parade (5:30 PM)

**8.2** Saturday, August 27, 2016 - Celebrate Manchester Day (3 to 6 PM)

**9.0 Miscellaneous**

**9.1 Financial Report.** Contract Administrator presented a written report. He verbally reported that all is in order. The landscaping bill included \$20 for beauty bark.

Contract Administrator O'Connell reported that the Port has been billed for over fourteen thousand hits on the Ven Tek machine for transactions fees charged by Kitsap Bank totaling several thousand dollars. Ven Tek has been alerted regarding the hacking, and assures us that there will be no improper charges to the Port arising out of this. Contract Administrator O'Connell will stay on top of this problem. The Ven Tek machine is closed today to fix the problem to stop further hits.

Sometimes a vehicle with disabled parking privileges parks in a spot reserved for trailer parking, and the vehicle has no trailer. According to law there is nothing the Port can do to prohibit this.

**9.2 Commissioner Comments** - Commissioner Strode stated that he wants the hedge removed on the West slope of Pomeroy Park, and to replace this with a black chain-link fence. The gate should be removed. He will obtain estimates for this work.

**10.0 Future Meeting Dates**

**10.1** September 12, 2016, 6:00 PM - Regular meeting.

**10.2** October 10, 2016, 6:00 PM - Regular meeting (preliminary budget presentation)

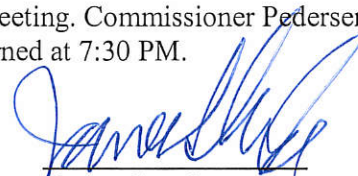
**10.3** November 14, 2016, 6:00 PM - Regular meeting (FY 2017 final budget hearing and approval)

**11.0 Adjournment.**

Commissioner Fallstrom moved to adjourn the meeting. Commissioner Pedersen seconded the motion. Passed unanimously. The meeting adjourned at 7:30 PM.

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**Ronald E. Thompson**  
Attorney/Auditor



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**James Strode**  
President