

PORT OF MANCHESTER  
MINUTES

January 8, 2018  
Manchester Library Meeting Room, 8067 E. Main Street

**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 Contract Administrator O'Connell, Attorney/Auditor Thompson, and 8 guests.
- 2.0 Swearing In Ceremony and Oath of Office:** Port Attorney and Notary Ronald Thompson administered the Oath of Office to elected Dan Fallstrom and newly elected Bob Ballard, each for a four year term. He declared them officially installed as Commissioners of the Port of Manchester
- 3.0 Approvals – Consent Agenda**
  - 3.1** Regular meeting minutes for December 11, 2017
  - 3.2** Vouchers numbered 8001 through 8012 in the total sum of \$4,743.84. After discussion, Commissioner Fallstrom moved approval of the consent agenda. Commissioner Ballard seconded the motion. Passed unanimously.
- 4.0 Public Comment.** - It was observed that vessels at bay in our waters will dim their lights during darkness. Vessels will not be required to put any kind of protection around their perimeters while at anchor.
- 5.0 Resolution 1-18 - Election of Officers.** Attorney Thompson read the proposed Resolution. After discussion, Commissioner Strode was elected as President of the Board, Commissioner Fallstrom was elected as Vice-President and Commissioner Ballard was elected as Secretary. On Motion duly made and seconded, the Resolution was adopted unanimously.
- 6.0 Resolution 2-18 - Appointing Attorney:** Attorney Thompson read the proposed Resolution. On Motion duly made and Seconded, the Resolution was adopted unanimously.
- 7.0 Resolution 3-18 - Appointing Contract Administrator:** Attorney Thompson read the proposed Resolution appointing Dennis O'Connell as Contract Administrator and renewing our agreement with the Manchester Water District for the year 2018. On Motion duly made and seconded, the Resolution was adopted unanimously.

**8.0 Resolution 4-18 - Rules of Governing:** Attorney Thompson outlined the proposed Resolution adopting Roberts Rules of Order and specifying rules governing the conduct of meetings of the Board of Commissioners. On Motion duly made and seconded, the Resolution was adopted unanimously.

**9.0 Upcoming Events:**

**9.1 Commissioners Workshop - Saturday, January 27, 2018 in Lynnwood, WA:** Newly elected Commissioner Bob Ballard was invited to attend this workshop.

**10.0 Miscellaneous**

**10.1 Financial Report:** Contract Administrator O'Connell presented a written and an oral report. He expressed that our bottom line for the year is not quite what we expected for the year, but is very close and a good year for the Port. Attorney Thompson reported that the State Auditor has completed an audit of the Port and that there were no deficiencies reported.

**10.2 Commissioner Comments:** Commissioner Fallstrom noted that the legislature is back in session and that he will be monitoring their agenda in behalf of the Port.

**11.0 Future Meeting Dates**

**11.1** January 15, 2018, 6:30 pm - All Ports Meeting (Brownsville)

**11.2** February 12, 2018, 6:00 pm - Regular meeting

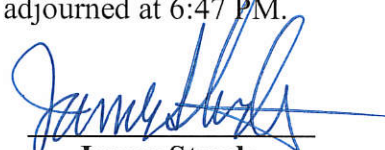
**11.3** March 12, 2018, 6:00 pm - Regular meeting

**12.0 Adjournment.**

Commissioner Fallstrom moved to adjourn the meeting. Commissioner Ballard seconded the motion. Passed unanimously. The meeting adjourned at 6:47 PM.

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**Ronald E. Thompson**  
Attorney/Auditor



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**James Strode**  
President