

**PORT OF MANCHESTER
MINUTES**

April 13, 2015

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 Pedersen. Also present were Contract Administrator O'Connell, Attorney/Auditor Thompson, and 5 guests.
- 2.0 Approvals – Consent Agenda**
- 2.1** Regular meeting minutes for March 9, 2015
- 2.2** Vouchers numbered 5245 through 5258 in the total sum of \$3,093.59.
After discussion Commissioner Pedersen moved to accept the minutes and to pay the bills. Seconded by Commissioner Fallstrom. Passed unanimously.
- 3.0 Public Comment – Kitsap County** is moving ahead with the storm drainage project. A Request for bids has been issued for the pier replacement.
- 4.0 Tow Service Agreement:** Commissioner Strode reported that he had two proposals for a contract to serve as designated towing company for unlawful use of premises by vehicles. Warning signs must be posted serving notice. Discussion followed as to when towing can be done and under what circumstances. The Port has previously passed a Resolution providing for towing of unlawfully parked vehicles. Commissioner Fallstrom moved to authorize Board President Strode to select the contractor and to execute the agreement with the contractor. Commissioner Pedersen seconded the Motion. Passed unanimously.
- 5.0 Parking Signage:** It will be necessary to post signs on Port property warning violators that their vehicle may be towed if not parked lawfully, stating the name of the tow company and contact information. Commissioner Strode will follow up on this.
- 6.0 Pier Replacement Project Update:** Bids are out and the contractor will soon be chosen by the County. An ongoing issue is ADA compliance in our picnic area. We want to replace the tables and pads as near as possible to present conditions. The ADA requires a 42 inch pad all around the table, and if there is replacement, the most current ADA regulations must be followed. The boat launch cannot be blocked by the County for more than 15 minutes under our agreement contained in the temporary easement. There was concern for parking spaces once the shrimp season starts on May 1st as it relates to temporary parking being offered to County vehicles during construction. After discussion, it was decided by consensus that temporary parking for County vehicles would no longer be allowed starting May 1st. Contract Administrator O'Connell will advise the County and the County contractor.
- 7.0 MCAC Representation:** Contract Administrator O'Connell reported that he had received a letter inquiring whether the Port will provide a volunteer to serve on the Manchester Comprehensive Advisory Committee with County and Friends of the Library volunteers. There are no volunteers at this time, and Contract Administrator O'Connell was directed to inform the MCAC>

8.0 Miscellaneous

8.1 Financial Report. Contract Administrator O'Connell presented a written report for the record. All appears to be running smoothly. Boat launch fees appear to be up from last year.

8.2 Commissioner Comments. Commissioner Strode reported that he is a representative from the Kitsap Ports serving on a County panel that is developing the 2016 comprehensive plan for the County. He is there to represent the ports of the County with regard to the forthcoming plan. He reported that he has been to three meetings thus far. The first meeting had to do with the issues and Port concerns being listed. The second meeting had to do with developing the 2016 comprehensive plan with Port recognition allowing Ports more authority as to what may be developed on Port owned properties. The third meeting has to do with what County Ports want in the comprehensive plan. The plan should say what Ports cannot do, rather than allowing only certain limited uses. The citation was to Lewiston as a model for enactment. Commissioner Fallstrom reported that the State transportation plan may not be passed unless it includes a carbon tax.

Commissioner Strode expressed concern about surface water coming down Main Street because of the removal of some catch basins.

Commissioner Pedersen reported that he had a conversation with a County employee about the County's concerns in working with the State Department of Fish & Wildlife, and the ability to obtain necessary permits. The County wants the storm water project to go ahead smoothly and without problems in the future

9.0 Future Meeting Dates

10.1 May 11, 2015, 6:00 PM - Regular meeting

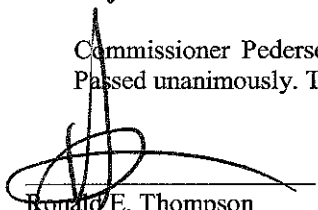
10.2 June 8, 2015, 6:00 PM - Regular meeting

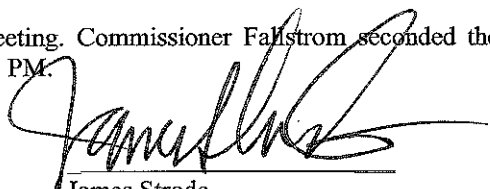
10.3 July 13, 2015, 6:00 PM - Regular meeting

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11.0

Adjournment.

Commissioner Pedersen moved to adjourn the meeting. Commissioner Fallstrom seconded the motion. Passed unanimously. The meeting adjourned at 7:38 PM.


Ronald E. Thompson
Attorney/Auditor


James Strode
President