

PORT OF MANCHESTER
MINUTES
January 14, 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 Attorney Thompson, Contract Administrator O'Connell and 8 guests.

2.0 Approvals – Consent Agenda

2.1 Regular meeting minutes for December 10, 2018.

2.2 Vouchers numbered 9001 through 9012 in the total sum of \$8,862.51.

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

3.0 Public Comment.

Paul Nuchims gave his report in behalf of the MCAC board. They are looking at the increasing use of property for short term rentals and how this may impact Manchester. They are reviewing rules that may be enacted to help regulate any problem areas.

No action was required on this Agenda item

4.0 Resolution 1-19 - Election of Officers for 2019 - Attorney Thompson read the proposed Resolution. Commissioner Ballard moved to elect the same officers that served in 2018. Commissioner Fallstrom seconded the Motion. Passed unanimously. Commissioner Strode was elected as President, Commissioner Fallstrom was elected as Vice-President and Commissioner Ballard was elected as Secretary.

5.0 Resolution 2-19 - Appointing Attorney for 2019: - Attorney Thompson read the proposed Resolution appointing Ronald Thompson as attorney for the Port for the year 2019. Commissioner Fallstrom moved approval of the Resolution. Commissioner Ballard seconded the Motion. Passed unanimously.**6.0 Miscellaneous**

6.0 Resolution 3-19 - Appointing Contract Administrator for 2019 - Attorney Thompson read the proposed Resolution appointing Dennis O'Connell and the Manchester Water District as Contract Administrator for the Port under an interlocal agreement for the year 2019. Commissioner Ballard moved approval of the Resolution. Commissioner Fallstrom seconded the Motion. Passed unanimously.

7.0 Resolution 4-19 - Rules of Governing for the Port - Attorney Thompson summarized the Rules of Governing for the Port of Manchester. Roberts Rules of Order are the parliamentary rules to be followed. After discussion, Commissioner Fallstrom moved to approve the Resolution. Commissioner Ballard seconded the Motion. Passed unanimously.

8.0 Resolution 5-19 - Public Records - Attorney Thompson outlined the proposed Resolution setting forth necessary steps for an interested person to follow in requesting copies of public records maintained by the Port. After discussion, Commissioner Ballard moved approval of the Resolution. Commissioner Fallstrom seconded the Motion. Passed unanimously.

9.0 Curb Cut and Ramp - The Friends of the Library will cut a damaged curb out and put in a ramp that can be used for disabled persons. Currently, the curb is a hazard where a trip and fall could occur because of a sunken curb. This can be done in-house; no permit is required. Commissioner Fallstrom moved to approve the project. Commissioner Ballard seconded the Motion. Passed unanimously.

10.0 Cares of Washington - Contract Administrator O'Connell outlined the proposal to employ a special needs person to water our plants during the peak season - about 4 to 8 hours a week. The person would be accompanied by a coach. The age range is 18 and older. The pay would probably have to meet the minimum wage requirement. The subject will be brought up again at a future meeting.

No action was required on this Agenda item at this time.

11.0 Port of Manchester Store - Contract Administrator O'Connell brought up the suggestion that a food vending machine or two could be located where the dumpster is now located to better serve users of the Port, the park and the boating public. This could be similar to machines that are found at highway rest stops. This subject will be studied further and brought up at a future meeting.

No action was required on this Agenda item at this time.

12.0 Upcoming Events:

12.1 April 27th and 28th - FOML Plant Sale

12.2 June 16th - Annual Salmon Bake

13.0 Miscellaneous

13.1 Financial Report - Contract Administrator O'Connell gave a written and oral report. We finished the year on target and in good shape. The overnight parking is working, and there are no problem areas. We have our best year-end balance in several years. Two projects are scheduled - seal coating and the new pavilion.

13.2 Commissioner Comments - Commissioner Fallstrom reported that the state legislators are going back in session, and that he will be attending from time to time.

14.0 Future Meeting Dates:

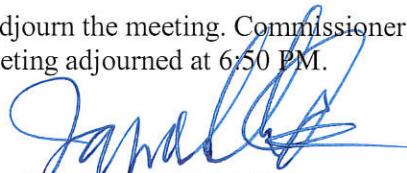
14.1 January 28, 2019, 6:30 pm - All Ports meeting (Brownsville)

14.2 February 11, 2019, 6:00 pm - Regular meeting

14.3 March 11, 2019, 6:00 pm - Regular meeting

15.0 Adjournment - Commissioner Ballard moved to adjourn the meeting. Commissioner Fallstrom seconded the motion. Passed unanimously. The meeting adjourned at 6:50 PM.

Ronald E. Thompson
Attorney/Auditor



James Strode
President