

Port of Waterman  
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## June 21, 2022 Meeting Minutes

**Attendance:** Commissioners Jeff Reynolds & Jeff Acoba; and Secretary/Auditor Sheri McNeal.

Commissioner Jeff Reynolds called the meeting to order at 6:00 pm.

M/S/C/U (Acoba/Reynolds) The June 2022 meeting agenda was approved.

M/S/C/U (Acoba/Reynolds) The May 2022 meeting minutes were approved, as written.

### AUDITOR'S REPORT: Sheri McNeal

Cash on Hand (5/31/22)	\$ 16,425.49
Investment Account (5/31/22)	\$371,477.13
June 2022 Expenses	\$ 1,786.11

Vouchers were audited and certified by the Auditing Officer, as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing, which has been made available to the Commissioners.

M/S/C/U (Acoba/Reynolds) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants, numbering 6838 through 6847, in the amount of \$1,786.11 as submitted.

Credit card charges for the period ending 6/10/22 totaled \$385.92. The Commissioners reviewed the statement and backup documentation.

Jeff Reynolds reviewed the financial statement for May 2022 and saw nothing out of the ordinary or that needed to be noted.

## OLD BUSINESS

**Maintenance Work Update:** Lee of Tikar relayed to Commissioner Acoba that material delays and boat scheduling issues have caused them to postpone the pigeon mitigation project until September. The parking lot striping will be done at the same time. Acoba said that he would check back with Lee to be sure that the rail oiling has been completed.

**Poster Board:** The display case has been installed at the pier, by Commissioner Guthrie. The other Commissioners, along with the Secretary/Auditor, will need to get keys from him. Sheri brought a couple of ideas for a display case header, which Jeff will try out. There was some discussion about the type of information that would be posted. Jeff will start with posting the crabbing season regulations.

**Change of Financial Reporting Period:** Sheri contacted the County about the possibility of changing the Port's financial reporting period from the current, November through October, to a regular calendar year. Becky Stack said that the County had nothing to do with setting our financial year and would be fine with the change. Commissioner Reynolds wanted to hold off on any decisions until next month so Commissioner Guthrie would be present. In the meantime, Sheri will check with the State Auditor's Office.

**Custodial Update:** Jeff gave Al Buss, Jr. permission to purchase a new battery for the blower. He asked him about changing the custodian of record to his son, but Al said that he will still like to have the position.

## NEW BUSINESS

**Crab Season Preparations:** In preparation for the July/August crabbing season, Commissioner Reynolds will see that Honey Bucket brings an extra porta-potty for the pier. Commissioner Guthrie will return the 2 extra garbage cans as well. Jeff also said that they should each try to check the pier more often during this season, especially for trash.


**Commissioner District Reports:**

- 1) Jeff Reynolds: Jeff said that Senior Pastor of Elim has retired and he will need to get a new contact person at the church.
- 2) Jeff Acoba: Acoba had nothing new to report.
- 3) Casey Guthrie: Casey was unable to attend the meeting.


The next Port of Waterman meeting will be held on July 19<sup>th</sup>, 2022 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:22 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman