

Port of Waterman
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September 20, 2022 Meeting Minutes

Attendance: Commissioners Jeff Reynolds, Jeff Acoba & Casey Guthrie; and Secretary/Auditor Sheri McNeal.

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

M/S/C/U (Guthrie/Acoba) The September 2022 meeting agenda was approved.

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

AUDITOR'S REPORT: Sheri McNeal

Cash on Hand (8/31/22)	\$ 3,590.42
Investment Account (8/31/22)	\$369,411.76
September 2022 Expenses	\$ 1,965.99

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/Guthrie) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants, numbering 6868 through 6877, in the amount of \$1,965.99 as submitted. The county made the \$3000 transfer from the Investment Account to Cash-on-Hand, as requested by the Secretary/Auditor.

Credit card charges for the period ending 9/11/22 totaled \$265.77. The Commissioners reviewed the statement and backup documentation.

Commissioner Reynolds reviewed the financial statement for August 2022 and saw nothing out of the ordinary. He noted that October will be a high income month.

OLD BUSINESS

Maintenance Work Update: Commissioner Acoba reported that Tikar has scheduled the pigeon project for October 3rd. The parking lot striping and rail oiling will be done by the end of September.

Acoba inquired about drain cleaning at the pier. Jeff & Casey said that it was done last year and shouldn't need to be done again at this time.

Now that crabbing season is over, Casey said that he will remove the extra trash cans from the pier.

Change of Financial Reporting Period: (Copies of each resolution are attached)

M/S/C/U (Reynolds/Acoba) Motion passed to approve Resolution 2022-002, which changes the Port's financial year to a calendar year, starting in 2023.

M/S/C/U (Reynolds/Guthrie) Motion passed to approve Resolution 2022-003, which documents the need for a supplemental budget for November - December, 2022.

*The attached supplemental budget was also approved.

Pier Speed Bumps: Casey reported that Tara has not yet worked on the neighborhood statement, but said that she would get it started. Casey saw that someone posted online survey concerning the traffic near the pier, and said that he would check with them on the results.

IT Support/Cameras: The middle camera at the pier is still not working, and there is nothing to report about progress in addressing the issue.

NEW BUSINESS

Budgets: (Copies of each budget are attached)

M/S/C/U (Reynolds/Guthrie): Motion passed to approve the *Supplemental Budget for November - December of 2022, as written.

M/S/C/U (Guthrie/Acoba): Motion passed to approve the 2023 Annual Budget, as amended (changes to Secretary/Auditor and Misc).

Commissioner District Reports:

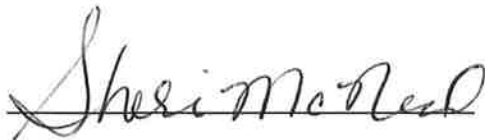
- 1) Jeff Reynolds: Jeff wanted to look at the changes that were made this crabbing season, based on the lessons from 2021.
 - Extra sanicans: These seemed to work well and stayed fairly clean.
 - ~~A~~ extra garbage cans: This seemed to help, but adding trash bags was occasionally needed as well.
 - Cameras: These were put in mainly for this season, and we need them to work properly (were unable to get video for Fish & Wildlife).
- 2) Jeff Acoba: Jeff had nothing new.
- 3) Casey Guthrie: Casey reiterated that he will try to contact the person who did the online survey.

The next Port of Waterman meeting will be held on October 18th, 2022 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

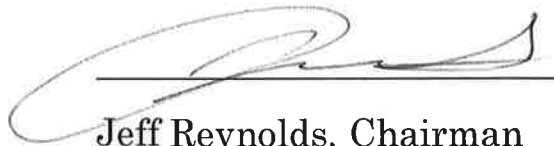
The annual Small Ports Conference is October 20-21, in Leavenworth.

The meeting was adjourned at 6:45 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman