

Port of Waterman
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December 20, 2022 Meeting Minutes

Attendance: Commissioners Jeff Reynolds, Jeff Acoba, & Casey Guthrie;
and Secretary/Auditor Sheri McNeal. All attendance was via Zoom.

Commissioner Jeff Reynolds called the meeting to order at 6:05 pm.

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

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

AUDITOR'S REPORT: Sheri McNeal

Cash on Hand (11/30/22)	\$ 8,874.46
Investment Account (11/30/22)	\$365,955.00
December 2022 Expenses	\$ 1,932.31

The County made the \$5,000 transfer from the Investment Acct. to COH, as requested by the Sec/Auditor in November.

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 6901 through 6911, in the amount of \$1,932.31 as submitted.

Credit card charges for the period ending 12/12/22 totaled \$285.29. The Commissioners reviewed the statement and backup documentation.

Commissioner Reynolds reviewed the financial statement for November 2022. This is the first month of the 2-month supplemental budget period. Higher expenses are due to Tikar invoicing and the Small Ports Seminar expenses.

OLD BUSINESS

Maintenance Work Update: Tikar has completed the parking lot striping job and will send an invoice next week. Commissioner Reynolds stated that the striping was not very noticeable, especially for the handicapped space. He suggested that the Port may want to consider a sign. Tikar also reported that no drain cleaning is currently needed, but they will check again next year.

Speed Bumps: Commissioner Guthrie says that he has started to draft a letter concerning the request for additional patrols in the area of the pier. He hopes to have more to share at the next meeting.

IT Support/Cameras: The parking lot camera is still out of order and there has been no response from David (Nerd Squad). Also, neither the October meeting minutes nor the December agenda have been posted to the website. Casey suggested that we start talking to other ports about their technical support and that we should figure out what our contract with Nerd Squad entails.

Delegation of authority and Old Port Files: Sheri has been unable to find anything in her files about delegation of authority, but will continue to look. The Commissioners are looking to deal with the old files, currently kept at former Commissioner Jack McCarn's house, in the new year.

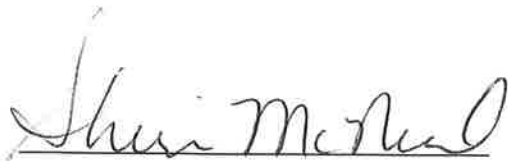
NEW BUSINESS

Commissioner District Reports: None of the Commissioners had any new business.

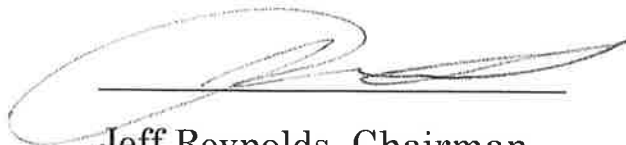
The next Port of Waterman meeting will be held on January 17th, 2023 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:35 pm.

Respectfully Submitted,



Sheri McNeal, Secretary



Jeff Reynolds, Chairman