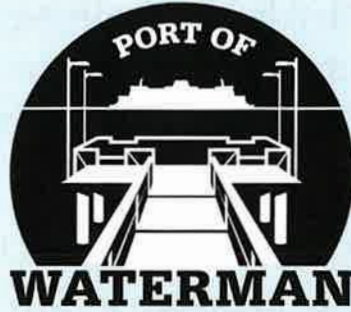


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## January 16, 2024 Meeting Minutes

**Attendance:** Commissioners Jeff Reynolds, Jeff Acoba & Casey Guthrie; Secretary/Auditor Sheri McNeal; Judy Reynolds; and Judge Claire Bradley (to swear in Commissioner Reynolds).

Commissioner Casey Guthrie called the meeting to order at 6:00 pm.

M/S/C/U (Guthrie/Acoba) The January 2024 meeting agenda was approved, as amended - putting the election of the chairman right after "Swear In Commissioner Reynolds."

Judge Bradley swore in Jeff Reynolds as Commissioner (copy of the signed Oath of Office is attached).

M/S/C/U (Guthrie/Acoba) Amendment passed to reinstate Commissioner Reynolds as Port Chairman for 2024, with an additional movement to give Jeff signing authority for the Port.

M/S/C/U (Acoba/Guthrie) The December 2023 meeting minutes were approved, as written.

### **AUDITOR'S REPORT: Sheri McNeal**

#### **12/31/23 Account Balances:**

Cash on Hand	\$ 18,953.84	Investment Account	\$381,798.30
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#### **January 2024 Expenses:**

Voucher (Warrants):	Checks 7067-7072	\$ 1,686.93
Payroll Warrants:	Checks 7073-7076	\$ <u>812.00</u>
<b>Total January Expenses:</b>		<b>\$ 2,498.93</b>

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 (Guthrie/Acoba) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants numbering 7067-7076 (breakdown of Voucher and Payroll Warrants listed on page 1), in the amount of \$2,498.93, as submitted.

**Financial Statement Review:** Commissioner Reynolds reviewed the 2024 year-end statement. He noted that expenses were very low for the year and that the excess income was primarily due to the higher interest rate on the Investment Account.

### OLD BUSINESS

**Maintenance Work Update:** Commissioner Acoba reported that Kitsap Industrial Electric replaced the remaining light fixture, as requested. Acoba was given the other two replacement bulbs, for storage until needed.

**IT Support/Cameras:** Commissioner Reynolds said that the under-pier camera is now up & running, and that the new tech is currently working on the parking lot camera. He noted that the Port still needs to find a website specialist.

### NEW BUSINESS

**Small Works Roster:** Commissioner Reynolds reported that the annual fee to use the MRSC roster is \$135. Jeff will fill out resolution paperwork for the next meeting.

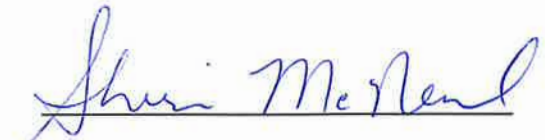
### **Commissioner District Reports:**


- 1) Jeff Reynolds: Jeff had no new business.
- 2) Jeff Acoba: Acoba had no new business.
- 3) Casey Guthrie: Casey reiterated his desire to invest some of the Port's available funds into the community and asked the Commissioners to think about ways this could be used.

The next Port of Waterman meeting will be held on February 20, 2024 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:33 pm.

Respectfully Submitted,

  
Sheri McNeal, Secretary

  
Jeff Reynolds, Chairman