

Port of Waterman
P.O. Box 381
Manchester, WA
98353



portofwaterman.com
help@portofwaterman.com
message phone: 360-504-6869



July 16, 2024 Meeting Minutes

Attendance: Commissioners Jeff Reynolds, Jeff Acoba & Casey Guthrie; and Secretary/Auditor Sheri McNeal. Andrew Lund, of American Security Pro, join at the end of the meeting by phone.*

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

M/S/C/U (Guthrie/Acoba) The July 2024 meeting agenda was approved.

M/S/C/U (Acoba/Guthrie) The June 2024 meeting minutes were approved, as written.

AUDITOR'S REPORT: Sheri McNeal

06/30/24 Account Balances:

Cash on Hand	\$ 8,426.89	Investment Account	\$418,561.41
--------------	-------------	--------------------	--------------

July 2024 Expenses:

Voucher (Warrants):	Checks 7129-7133	\$ 772.13
Payroll Warrants:	Checks 7134-7137	\$ <u>940.00</u>
Total July Expenses:		\$ 1,712.13

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 (Reynolds/Acoba) Motion carried to approve the Auditor's Report (copy attached) and payment of warrants numbering 7129-7137 (breakdown of Voucher and Payroll Warrants listed above), in the amount of \$1,712.13, as submitted.

Financial Statement Review: Commissioner Reynolds reviewed the June Income Statement. The Port has a healthy YTD surplus.

OLD BUSINESS

Maintenance Work Update: Commissioner Acoba reached out the 2 pier maintenance companies that responded to Commissioner Reynolds, after his follow-up efforts with 4 companies that showed initial interest. He now wants to send out bid packages for them to fill out and return. The Secretary/Auditor will check to see if she has a blank bid package that was used for Tikar's contract. Commissioner Reynolds said that we can probably get one from the MRSC website as well. Acoba will use the Tikar package to get the work that needs to be included, and bid on.

IT Support/Cameras: *The camera tech, Andrew Lund, joined the meeting by phone. He said that he had to change the recorder used for the new camera feed; as the old recorder was not compatible (even though he was told that it would be). He also talked about the issues with the camera mount, which has been dealt with, and offered a 2-camera view option for the mid-pier area. The option would add about \$730 to the cost. He also brought up the idea of motion sensors for certain pier cameras, which the Commissioners will consider. He then helped the Commissioners set up the new camera feed on their phones.

M/S/C/U (Reynolds/Acoba) Motion carried to approve an extra \$730 to get the 2-camera view, as recommended by Andrew Lund. The new recorder will be added to the package for free.

NEW BUSINESS

Commissioner District Reports:

- 1) Jeff Reynolds: Jeff had no new business.
- 2) Jeff Acoba: Acoba had no new business.
- 3) Casey Guthrie: Casey had no new business.

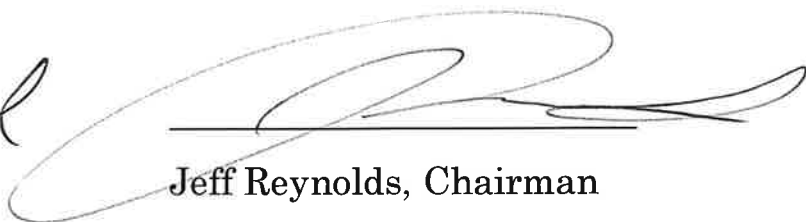
The next Port of Waterman meeting will be held on August 20, 2024 at 6:00 pm, at Elim Lutheran Church (or via Zoom).

The meeting was adjourned at 6:38 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sheri McNeal".

Sheri McNeal, Secretary

A handwritten signature in cursive script that reads "Jeff Reynolds".

Jeff Reynolds, Chairman