

**PORT OF COUPEVILLE**  
PO BOX 577  
COUPEVILLE, WA 98239

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS**

August 25, 2016

**PURPOSE OF SPECIAL MEETING**

The **primary** purpose of this meeting is to continue discussion and development of the 2017 Budget. Other business will be conducted in order to accommodate the operational needs of the Port, such as payment of vouchers, resolutions and personnel matters.

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE:**

- The regular meeting was called to order at 10:00 a.m. by Commissioner Diamanti at the Coupeville Masonic Lodge, 804 North Main, Coupeville, Washington 98239 followed by the Pledge of Allegiance.

**2. ROLE CALL:** Commissioners Mike Diamanti, John Mishasek, William Bell present

**Staff Present:** Forrest Rambo, Executive Director,

**Public Attending:** See attached Sign in Sheet.

**3. CHANGES TO AGENDA-None**

**4. PUBLIC COMMENT:**

There was a comment given on making financial records available to the public

**5. CONSENT AGENDA**

5.1 Approve current vouchers presented

Voucher numbers:

1. #08-01 through #08-11 in the amount of \$7,144.11
2. #08-12 through #08-27 in the amount of \$14,268.53
3. #08-28 through #08-34 in the amount of \$8,497.56

For a sum total of: \$29,910.20

**Motion was made, seconded and unanimously passed to approve current vouchers.**

5.2 Approve Resolution #218 amending the "Order of Business" to allow for a workshop period immediately preceding a meeting to enable Commissioners to review or comment on vouchers presented for payment at a meeting.

**Motion was made, seconded and passed unanimously to approve resolution #218, “Order of Business**

**6. PRESENTATIONS-None Scheduled**

**7. EXECUTIVE DIRECTOR’S REPORT-Forrest Rambo**

**8. UNFINISHED BUSINESS**

- **2017 Budget Development and discussion**
  - **Revenues and Expenses: Multi year comparison and 2017 projections**

**RECESS was called at 11:02 and ended at 11:12.**

**9. NEW BUSINESS/COMMISSIONER DISCUSSION-None**

**10. PRESIDING OFFICER’S REPORT-None**

**11. COMMISSIONER COMMENTS/COMMITTEE REPORTS-None**

**12. EXECUTIVE SESSION**

**12.1 Personnel Matters**

12:40:Recess called—Ended at 1:04

**13. PUBLIC COMMENT**

**Motion was made, seconded, and unanimously passed to move payroll back to monthly from bi-weekly.**

**14. ADJOUNED—Meeting ended at 13:15**

**Next regular meeting  
Wednesday September 14, 2016 at 10 a.m.  
at the Masonic Lodge  
804 North Main, Coupeville WA**

The Board of Commissioners approved the foregoing Minutes on December 14, 2016.

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William Bell

John Mishasek

Michael Diamanti