

# PORT OF COUPEVILLE

Mailing address: PO Box 128, Greenbank, WA 98253

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## MEETING OF THE BOARD OF COMMISSIONERS

Coupeville Masonic Lodge 804 North Main, Coupeville, Washington 98239

Wednesday, November 9, 2016 at 10am

### MINUTES

#### 1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

2. **ROLL CALL**- Commissioners: William Bell and John Mishasek  
Staff: Damon Stadler and Orion Gudgell

#### 3. CHANGES TO AGENDA-none

#### 4. PUBLIC COMMENT

Comments given on the potential for advisory groups for Greenbank Farm and Coupeville Wharf; the Executive Director contract.

#### 5. CONSENT AGENDA

5.1 Approve current vouchers as presented

#### 6. PRESENTATIONS –

6.1 Whale Bell at Coupeville Wharf

The size of the Whale Bell is 2ft. by 4ft. The location of the Bell at the Wharf was discussed. This issue will also have to be approved by the Town of Coupeville due to signage issues with regards to it.

#### 7. EXECUTIVE DIRECTOR'S REPORT – N/A (No Executive Director at this time.)

#### 8. UNFINISHED BUSINESS

8.1 Approval of employee contract for new Acting Executive Director (after having changed status from "Independent Contractor" to "Employee"). The terms of the contract for the position remain the same.

**Action:** Motion was made to change the status of the new Acting Executive Director's from "Independent Contractor" to "Employee". Motion was seconded and passed unanimously.

8.2 Resolution #223, seeking an increase in the regular property tax levy to be collected in 2017.

**Action:** A motion was made to seek an increase in the regular property tax levy to be collected in 2017. The motion was seconded and passed unanimously.

#### 9. NEW BUSINESS/COMMISSIONER DISCUSSION

9.1 Resolution #221 appointing Mr. Chuck Edwards and Ms. Holly Hilton-Jones from Edwards & Associates as new Auditing Officer and Alternate Auditing Officer.

**Action:** A motion was made to approve resolution #221, appointing Mr. Chuck Edwards and Ms. Holly Hilton-Jones from Edwards & Associates as new Auditing Officer and Alternate Auditing Officer. The motion was seconded and passed unanimously.

9.2 Resolution #224: Amend Article VIII of By Laws to include a workshop prior to all regular meetings.

**Action:** A motion was made to amend Article VIII of By Laws to include a workshop prior to all regular meetings. The motion was seconded and passed unanimously.

9.3 Resolution #222: Appointment of Executive Director as Public Records Officer.

**Action:** A motion was made to appoint the Executive Director as Public Records Officer. The motion was seconded and passed unanimously.

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

**11. COMMISSIONER COMMENTS/COMMITTEE REPORTS**

-Commissioner Mishasek attended the COG meeting.

**12. EXECUTIVE SESSION**-None

**14. ADJOURN**-10:42am

**Next regular meeting**  
**Wednesday, December 11, 2016 at 10am**  
**Coupeville Masonic Lodge 804 North Main**  
**Coupeville, Washington 98239**

The Board of Commissioners approved the foregoing Minutes on *the 11<sup>th</sup> of January, 2016.*

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William Bell

John Mishasek

**Posted to:**

**United States Post Office – Coupeville, Washington**

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