



**Wednesday August 24<sup>th</sup>, 2022, 6 PM Via ZOOM Conference Call as well as our physical meeting space at 765 Wonn Rd., Jim Davis House, Greenbank, WA 98253.**

**ZOOM Conference Will Be Used. Please Call in Using the Link/Credentials Below:**

**<https://us02web.zoom.us/j/4715329291?pwd=SnZFZmZ0cDBKd3dVYWNoNUpQcWRhdz09>**

**Passcode: TA2008**

**Dial in By Phone: +1 253 215 8782**

**Meeting ID: 471 532 9291 Passcode:  
896163**

## **MINUTES**

- 1. WORK SESSION (5:45 – 6:00 PM): Commission review of vouchers.**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**

Commissioner David Day, Commissioner John Mishasek, Commissioner Patrick Kennedy, Executive Director Chris Michalopoulos, Port Accountant Dawn Wilson, Port Project Manager Kelly Webb, and Port Community Administrative Specialist Kristen Abraham.

### **5. CHANGES TO AGENDA**

No changes.

### **6. COMMISSIONER ACTION:**

#### **6.1 Approval of Vouchers.**

Commissioner Mishasek moved to approve the following vouchers, payroll, and electronic payments from August for payment. **Motion was seconded and passed unanimously.**

Voucher warrant numbers: 22-0834 through 22-0841

\$15,173.61

Payroll warrant numbers: none

Electronic voucher warrant numbers: none

Total Payables: \$15,173.61

## 7. PROJECT MANAGER REPORT

7.1 Project Manager Kelly Webb discussed some of the projects that have recently been completed and are still in progress. She highlighted how the addition of a part-time facilities person has allowed the Port to accomplish much more with less time and money than hiring vendors, most of which do not respond or are several months out.

7.2 The commissioners commended Ms. Webb for all she has accomplished during her tenure.

**8. PUBLIC COMMENT** - *This time is set aside for members of the public to speak to the Board regarding subjects of concern, interest, or items on the Agenda. The Board will take all information under advisement, but generally will not take any action unless it is emergent in nature. To ensure your comments are recorded, please state your name and city of residence. Please limit comments to 5 minutes. If you have any documents to present to the Board, please email them to the Port Executive Director prior to the meeting.*

No public comment.

## 9. OLD BUSINESS

9.1 Discussion: Broadband Phase 2 Update

Petrichor representative Kara Riebold explained the procurement steps and possible timeline involved after receiving the contract from the Public Works Board, which should arrive soon.

## 10. NEW BUSINESS

10.1 COG Legislative Priorities

Commissioner David Day shared the proposed Port of Coupeville priorities to be submitted to the Island County Council of Governments. He emphasized that because the Greenbank Farm is not affiliated with a specific community, such as how the Wharf is with the town of Coupeville, it does not have the advantage of “piggybacking” on improvement projects. The Commissioners agreed to revisit these priorities at the next meeting.

10.2 Personnel Challenges – Farm & Wharf

Executive Director Chris Michalopoulos thanked Project Manager Kelly Webb again for her contributions and informed the Commissioners of staffing shortages in the coming weeks.

### 10.3 District 3 Update

Commissioner Patrick Kennedy informed the commission that he will be moving off island and therefore may be resigning in the near future.

### 11. PUBLIC COMMENT

No public comment.

### 12. COMMISSIONER DISCUSSION

Commissioner Day will be traveling at the end of September and may not be able to attend the September 28<sup>th</sup> meeting.

### 13. ADJOURN

The meeting adjourned at 7:21 PM.

  
David Day (Sep 19, 2022, 10:24 PDT)

  
JOHN MISHASEK (Sep 17, 2022, 11:24 PDT)

David Day

John Mishasek

Patrick Kennedy

**Next regular meeting: Wednesday, September 14th, 2022, 10 AM Via ZOOM Conference as well as our physical meeting space at 765 Wonn Rd., Jim Davis House, Greenbank, WA 98253.**

**Please Call in or Participate Via the Link Below:**

**Join ZOOM via Internet:**

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**8.24.2022/V1**











# MINUTES POC MEETING Aug 24 2022 V1

Final Audit Report

2022-09-19

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2022-09-19 - 5:23:54 PM GMT- IP address: 67.183.73.31
-  Signer commissioner1@portofcoupeville.org entered name at signing as David Day  
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