

PORT OF COUPEVILLE

PO BOX 577

COUPEVILLE, WA 98239

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

June 8, 2016

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,
Damon Stadler, Facilities Maintenance Manager
Kristi O'Donnell, Events Coordinator
Orion Gudgell, Administrative Assistant

Public Attending: See attached Sign in Sheet.

3. CHANGES TO AGENDA-None

4. PUBLIC COMMENT -None

5. CONSENT AGENDA

5.1 Approve Monthly Financial Statements of April 2016

5.2 Approve current vouchers as presented

- Total Sum of packets with Voucher #s -- \$20,296.96
- Total sum of Packets without Voucher #s -- \$12,056.30
 - \$4,235.63 (May 11, 2016)
 - \$7,820 (May 24, 2016)
- Total sum of all Vouchers-- \$32,353.26 (includes all payroll for month of May)

Action: Motion was made, seconded and passed unanimously to approve the Minutes of the March 31st (continuation of the March 9th, 2016 regular meeting) and the Minutes of the March 31st regular meeting, as presented.

Action: Motion was made, seconded and passed unanimously to approve the vouchers of May 2016 as presented.

6. PRESENTATIONS:

6.1 Kelly Kylewicz of Greenbank Solar and Sun presented the commission with information on proposed plans to install an electric vehicle charging station at Greenbank Farm

7. EXECUTIVE DIRECTOR'S REPORT

7.1 Port Administration and General Operations

- Business Development Funding

Action: A Motion was made, seconded and passed unanimously for there to be a special meeting for this matter on June 23 at 1pm.

- Rural Economic Development; .09 funding.
 - Rambo introduced the two newest employees at the Port, Orion Gudgell, Administrative Assistant and Brian Hutchins, Groundskeeper

Action: A Motion was made, seconded and passed unanimously to approve a new Facilities Keeper position.

Action: A motion was made and passed unanimously for Forrest to attend the Washington Public Ports Association (WPPA) training for Executive Directors in LaConner on July 14-15, 2016.

Meeting Break: 11:58-12:04

7.2 Greenbank Farm

8. UNFINISHED BUSINESS

8.1 Capitol Equipment Needs and Acquisition Guidelines

Action: a motion was made, seconded, and passed unanimously to approved the installation of Whidbey Tel Security.

9. NEW BUSINESS

9.1 Options/preferences for the use of Jim Davis house

9.2 Electrical car charging station update

Action: a Motion was made, seconded and approved unanimously to go ahead with creation of new parking electric car parking spaces.

9.3 Goosefoot kitchen

9.4 Budget development schedule

Action: A Motion was made, seconded and approved unanimously to create a special budget meeting on June 23, 2016.

10. PRESIDING OFFICER'S REPORT

11. COMMISSIONER COMMENTS/COMMITTEE REPORTS

12. EXECUTIVE SESSION-None

13. PUBLIC COMMENT

13.1 Farmland

- Retaining organic certification.

13.2 Lease/leasehold rates

14. ADJOURN--the meeting adjourned at 1:25pm.

**Next regular meeting
Wednesday July 13, 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.

William Bell

John Mishasek

Michael Diamanti