

PORT OF COUPEVILLE

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REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Wednesday, April 10th, 2019, 10 AM at Masonic Lodge, 804 North Main
Street, Coupeville WA 98239

Per Port of Coupeville Resolution 224, the regular meeting of the Board
of Commissioners will be preceded by a work session at 9:45 AM

MINUTES

1. **WORK SESSION (9:45 – 10:00 AM):** Commission review of vouchers, payroll, and minutes.

2. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Commissioner John Mishasek, Commissioner Mohammad Mostafavinassab, Executive Director
Chris Michalopoulos, Accountant Donna Carter and Community Relations Kellie Tormey.

4. **CHANGES TO AGENDA**

Commissioner Mostafavinassab inquired if per diem payment needed to be approved by the
board for the community wharf presentations. Commissioner Mishasek suggested attendance at
the event as optional. **No changes to the agenda were requested.**

5. **COMMISSIONER ACTION:**

5.1 Approval of minutes, payroll, and vouchers.

A. Commissioner Mishasek moved to approve the following payroll and vouchers.
Motion was seconded and passed unanimously.

Voucher (warrant) numbers: 19-0401 through 19-0431 \$33,767.76

Payroll warrants: 19-0432 through 19-0434 \$13,487.41

Electronic payments (No voucher numbers needed)
EFTPS

\$8,120.88

Total Payables:

\$55,376.05

- B. Commissioner Mishasek moved to approve the minutes. Commissioner Mostafavinassab said he would like to revise language in the minutes to better reflect the MRSC response on addressing the vacant commissioner position. A motion was made to provide amended language to the minutes at the May meeting for approval. **Motion was seconded and passed unanimously.**

6. PUBLIC COMMENT

Commissioner Mishasek invited public comment. Gerald Swanson of Greenbank, said he supports thoughtfulness in the appointment of a new commissioner in relation to the Port's Comprehensive Scheme and community input. He said Greenbank Farm is an important community asset and noted the Port's recent progress at the farm. Morgan Bell cited support of the farm and said she would like a commissioner appointed who views the farm in a positive light. Vern Olsen, a Coupeville resident, said he is active in historic preservation. He encouraged the commissioners and Central Whidbey community to support both Port properties. Roger Eelkema, a resident of Coupeville, said the board commission should build a forward-looking future. Nancy Cheeseman of Greenbank said she supports Greenbank Farm, and intends to work with Port staff for a Creative Arts District designation for the farm. Holly Swanson of Greenbank said she also supports a commissioner appointment that recognizes the value of Greenbank Farm to the community.

Vickie Chambers, a resident of Coupeville said all commissioners should be well aware of the issues at the Coupeville Wharf. She said the appointment of a new commissioner comes at a time when wharf restoration is critical.

Sam Peabody of Coupeville expressed strong support for Greenbank Farm and hopes the board will appoint a likeminded commissioner. Windwalker Taibi owns a gallery at Greenbank Farm. He said residents in the Port District are one community and must work together to support both Port properties. Benye Weber, a former Port Commissioner, resides on Patmore Road. She said she is absolutely opposed to any idea of selling Greenbank Farm. She said the commission should avoid divisiveness and keep the community together by supporting both Port properties. **The public comment section was closed.**

7. FINANCIAL UPDATE

7.1 Financial Statement March 2019 YTD

Ms. Carter provided two reports showing the Port's profit and loss statement; and budgeted vs. actual expenditures. She said the Port is on target in its financial expectations for the year.

8. EXECUTIVE DIRECTOR REPORT

Executive Director Michalopoulos said Kellie Tormey will be taking a leave of absence over the summer and hopes she will continue working with the Port remotely. He is also working on filling a temporary part-time administrative position. He added the retail space occupied by the Salty Mug at the Wharf has been purchased by a local family who will reopen with a new menu and business plan.

Executive Director Michalopoulos encouraged the public to attend the upcoming community wharf presentations about restoration plans.

9. OLD BUSINESS

9.1 Action: Department of Retirement Systems for Commissioners

Ms. Carter shared her research about costs to the Port should it decide to offer a state retirement option for Port Commissioners. She said the PERS program requires that commissioners work minimally 90 hours or make \$1080 per month to qualify. She said the commissioners don't currently qualify for the program. **No further action was taken.**

9.2 Pier Rehabilitation Project Update

Executive Director Michalopoulos invited Kelly LaFave of Marine Structures Engineering to speak about restoration work at the Wharf. Mr. LaFave conducted the 2015 condition assessment of the wharf with emphasis on the substructure, decking, piles and caps. He said the pier should be repaired prior to beginning any building restoration.

Mr. LaFave also said damaged piles that can't be replaced will be jacketed. The piles in deep water would be replaced with new piles and the public won't see a lot of change as most repairs are under the pier. The project would likely start in September and continue through November. Mr. LaFave said he recommended the Port hire a permitting specialist to help with the process which will require the involvement of multiple agencies. Commissioner Mishasek asked if the updated cost assessment was on target. Mr. LaFave said he hopes bids will come in under the projected figures and that structurally, the repairs are pretty straightforward.

9.3 Discussion: Resolution #262 Tax Levy Lid Lift

Executive Director Michalopoulos said the Port has revised its strategy for obtaining needed funding for the wharf restoration project. He said Ms. Tormey has submitted a grant to Island County for the pier restoration. He recommends the Port form a citizens advisory group before proceeding with a levy to obtain funding for the building restoration.

9.4 Action: Resolution #263 RCEDF Grant Application Coupeville Wharf

Commissioner Mishasek moved to approve Resolution #263 for submission of an RCEDF grant application to rehabilitate the Coupeville pier and pilings. **The motion was seconded and passed unanimously.**

9.5 CERB Grant Update

Commissioner Mishasek said the Port's Comprehensive Scheme has been updated to include work on broadband capacity. He is working with Port staff from Bellingham on community engagement strategies. He said broadband infrastructure impacts an economy in many ways and believes the project is a good fit for our community.

10. EXECUTIVE SESSION

- 10.1 To discuss agency matters relating to litigation or potential litigation (RCW 42.30.110i)

10.2 To discuss Commissioner District 1 Appointment

The regular meeting reconvened at 12:41 p.m.

Commissioner Mishasek moved to approve a settlement agreement negotiated during mediation. The agreement will be on file at the Port Office. **The motion was seconded and passed unanimously.**

Commissioner Mostafavinassab said the Port Commission will delay a decision to fill the vacated commissioner position and said the community may need more time to express their viewpoints.

11. NEW BUSINESS

11.1 Introduction: Bond Support for Wharf Rehabilitation Project

Executive Director Michalopoulos said the port will be required to take out a bond to finance the wharf repair work. He said he is exploring options and that funding from a short-term bond could be used for matching grant funds, as well as to get the project started before reimbursable funds are available.

12. PRESIDING OFFICER'S REPORT

Commissioner Mishasek encouraged meeting attendees to educate themselves about broadband.

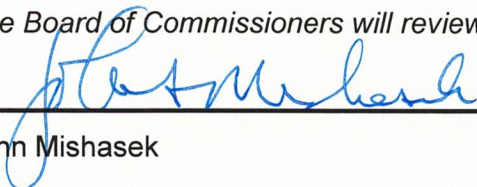
13. COMMITTEE REPORTS

Commissioner Mishasek said he attended a recent WPPA Broadband Subcommittee meeting and is volunteering to assist the group. Commissioner Mostafavinassab said he attended a recent Island Transit meeting to discuss upcoming projects. Commissioner Mishasek said he attended a COG meeting that included a spirited discussion on affordable housing and homelessness in Island County.

14. ADJOURN

The meeting was adjourned at 12:52 p.m.

The Board of Commissioners will review the foregoing Minutes for approval on May 8, 2019.



John Mishasek



Mohammad Mostafavinassab

Next regular meeting: Wednesday May 8th, 2019 at 10 AM at 765 Wonn Road, Suite E, Jim Davis House, Greenbank, WA 98253

Per Port of Coupeville Resolution 224 the meeting will be preceded by a work session at 9:45 AM.