



PORT OF COUPEVILLE

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REGULAR MEETING OF THE BOARD OF COMMISSIONERS

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 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 David Day, Commissioner John Mishasek, Commissioner Mohammad Mostafavinassab, Executive Director Chris Michalopoulos, and Accountant Donna Carter.

4. **CHANGES TO AGENDA**

Commissioner Mostafavinassab requested adding a subsection 9.3 as an update to the Commissioner retirement plan. Commissioner Day requested adding another work session preceding adjournment, new section #14, to discuss general board business.

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: 19-0501 through 19-0529 \$32,379.78

Payroll warrants: 19-0512 through 19-0531 \$14,362.76

Electronic payments (No voucher numbers needed)
EFTPS

\$4,251.14

Total Payables: \$50,993.68

- B. Commissioner Mishasek moved to approve the minutes. **Motion was seconded and passed unanimously.**

6. PUBLIC COMMENT

Commissioner Mishasek called for public comments. Lynda Eccles, Coupeville, asked when the March/April minutes will be posted. Executive Director Michalopoulos stated by the end of the day. Miss Eccles then welcomed new Commissioner David Day to the Board. **The public comment section was closed.**

7. FINANCIAL UPDATE

7.1 Financial Statement February 2019 YTD

Ms. Carter said because the meeting is early this month, there is no treasurer report to share yet. She stated tax revenues in the amount of approximately \$100,000.00 should be coming in shortly as people pay their taxes. She also stated the new Island County investment pool is giving us a higher rate of return than our previous investment pool. Commissioner Mishasek asked if we have a bond rating as a port. Miss Carter responded that the Port currently does not have a bond rating that she knows of.

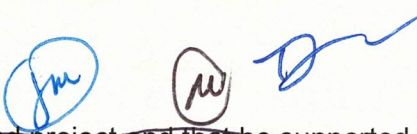
8. EXECUTIVE DIRECTOR REPORT

Commissioner Mostafavinassab asked if we could put our Mission Statement on the website. Commissioner Day asked Executive Director Michalopoulos how he thought the presentations went at the wharf last week overall. Executive Director Michalopoulos stated the presentations were strongly attended, there was positive support and excitement over current progress, excellent questions were asked and people thought there was high value in being able to touch and see the rotted piles and caps during the tour. Commissioner Day stated he would like to make sure the piles and caps are the main focus in any presentations going forward. Mr. Day also stated we should move quickly and according to the RCW's on contracting services to start the permitting process.

9. OLD BUSINESS

9.1 Discussion: CERB Grant Update

Commissioner Mishasek is working with Island County to request financial support for the Broadband Assessment study. He also stated the State of Washington is in a sweet spot for construction grants, as well as the Port of Coupeville needs to look for bigger revenue streams to support both the wharf and farm. The Board discussed requirements due by July 18th to satisfy pre-conditions to the grant. Commissioner Day stated he would only sign off on contracts or commitments if enough data was available for study before action be taken. Commissioner Mishasek agreed to provide more information on vendor selection in the next meeting. Commissioner Mishasek stated that he appreciated Commissioner Day for his providing clarity on what was needed for the commission as a whole to move forward on selecting a company to provide broadband GIS mapping services to the port. Commissioner



Day stated that he ~~did support the broadband project and that he~~ supported Commissioner Mishasek taking the lead role in the project so the Executive Director could stay focused on the wharf renovation.

9.2 Discussion: Bond Support for Wharf Rehabilitation Project

Executive Director Michalopoulos was tasked with providing more details on options, requirements and costs to pursue a bond for the wharf pile project.

9.3 Discussion: Department of Retirement Systems for Commissioners

Commissioner Mostafavinassab said state codes specify Port Commissioners are not allowed to participate in a PERS 2 or PERS 3 retirement program.

10. NEW BUSINESS

10.1 Action: Resolution #262 Maintenance and Trust Fund Transfer

Donna Carter requested a transfer of Trust Funds to refund previous owners of the Salty Mug their damage deposit. **Commissioner Mishasek moved to approve the transfer. Motion was seconded and passed unanimously.**

11. EXECUTIVE SESSION (IF NEEDED)

An Executive Session was not needed

12. PRESIDING OFFICER'S REPORT

No report was provided.

13. COMMITTEE REPORTS

Commissioner Mishasek discussed the strategy of Commissioner Day getting a Board seat on the EDCIC. Commissioner Day will research the option and look into it after he returns from vacation. Commissioner Mostafavinassab stated there are no scheduled road closures in the near future planned by the IRTPO.

14. COMMISSIONER DISCUSSION

This agenda item was requested by Commissioner Day to ask questions and to participate in discussions outside of the listed agenda items.

15. ADJOURN

The meeting adjourned at 12:23 p.m.

