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REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Wednesday October 14th, 2020 10 AM Via ZOOM Conference Call

Please Call in Using the Link/Credentials Below:

Join ZOOM via Internet: <https://us04web.zoom.us/j/4715329291>

Passcode: TA2008

Dial In By Phone: +1 669 900 6833

Meeting ID: 471 532 9291

Passcode: 896163

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 a.m.): Commission review of vouchers, payroll, and minutes.

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

Commissioner David Day, Commissioner John Mishasek, Commissioner Mohammad Mostafavinassab, Executive Director Chris Michalopoulos, Community Administrative Specialist April Booth, and Accountant Dawn Wilson were present.

5. CHANGES TO AGENDA

There were no changes to the agenda

6. COMMISSIONER ACTION

6.1 Approval of Minutes (September 9th Regular Meeting, September 23rd Regular Meeting), Payroll, and Vouchers.

- A. Commissioner David Day moved to approve the following vouchers, payroll, and electronic payment from September for payment. **Motion was seconded and passed unanimously.**

Voucher warrant numbers: 20-1001 through 20-1028 and 20-1029

through 20-1037 \$61,334.37

Payroll warrant number: 20-0930 through 20-0935 \$15,546.85

Electronic payments dates: (No voucher numbers needed) \$12,085.39

Total Payables: \$88,966.61

- B. Commissioner Mohammad Mostafavinassab moved to approve the Meeting Minutes of September 9th Regular Meeting and September 23rd Regular Meeting. **Motion was seconded and passed unanimously.**

7. PUBLIC COMMENT

There was no public comment.

8. FINANCIAL UPDATE

8.1 Financial Update

Accountant Dawn Wilson discussed the profit-loss and budget-vs.-actual reports with Commissioners and answered questions.

8.2 2021 Preliminary Budget Review

The Board of Commissioners sought clarification on levy lid lift costs, and costs associated with being on next years ballot. Commissioner Day sought clarification on the legality of the B&O tax program. The Board reviewed the preliminary budget line items and provided feedback and asked questions.

9. EXECUTIVE DIRECTOR REPORT

Executive Director Chris Michalopoulos shared his report with Commissioners and answered questions. It was requested by Commissioner Mishasek to add dates to events being reported in the report.

10. OLD BUSINESS

10.1 Action: Wharf Rehabilitation Project Update Phase 1

Executive Director Michalopoulos gave an update on the JARPA permit.

10.2 Discussion: COVID-19 Update

Executive Director Michalopoulos stated the Ports COVID-19 expenses will be reimbursed by a CARES Grant.

10.3 Action: Marine Resource Council Board Seat

Commissioner Day researched available board seats and application process and moved to table the application until further information is acquired.

10.4 Discussion: Wharf Fire Suppression

Commissioner Day moved to replace the entire fire suppression system based on a winning bid of \$173,000.00 from Commercial Fire Protection. **Motion was seconded and passed unanimously.**

10.5 Discussion: Line of Credit Strategy

Executive Director Michalopoulos gave an update on the application process.

11. NEW BUSINESS

11.1 Introduction: Coupeville to Port Townsend Ferry Service

Executive Director Michalopoulos was asked to draft a letter to The Washington State Dept. of Transportation/Ferry System in support of maintaining the Coupeville-Port Townsend Route.

11.2 Action: WPPA Small Ports Conference

Executive Director Michalopoulos and Community Admin. Specialist April Booth will attend two seminars, via ZOOM, on Friday. Commissioner Mishasek encouraged Board participation and sought approval to attend. Commissioner Day requested a written review of the information gained through participation in the small ports conference be made by each participant.

12. PRESIDING OFFICER'S REPORT

Commissioner Mostafavinassab had nothing to report.

13. COMMITTEE REPORTS

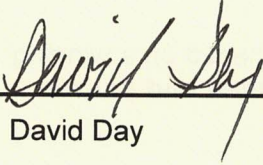
Commissioner Mostafavinassab reported on the IRTPO meeting.

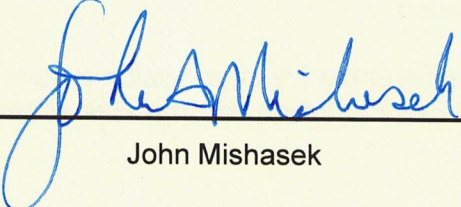
Commissioner Mishasek discussed his meeting with the Council of Governments.

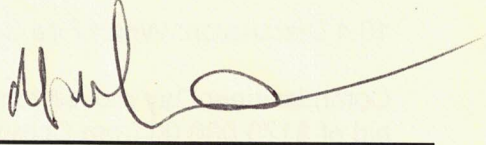
14. ADJOURN

The meeting adjourned at 12:21 p.m.

The Board of Commissioners approved the foregoing Minutes on November 11, 2020.


David Day


John Mishasek


Mohammad Mostafavinassab

Next regular meeting: Wednesday, October 28, 2020, 6:00 PM Via ZOOM Conference Call

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