



PO Box 128, Greenbank, WA 98253 // 765 Wonn Road, Greenbank  
Telephone: (360) 222-3151, Fax: (360) 222-3484

## **REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**Wednesday March 10<sup>th</sup>, 2021 10 AM Via ZOOM Conference Call**  
**ZOOM Conference Will Be Used. Please Call in Using the**  
**Link/Credentials Below:**

Join ZOOM via Internet: <https://us02web.zoom.us/j/4715329291>  
**Passcode: TA2008**

**Dial in By Phone: +1 253 215 8782**  
**Meeting ID: 471 532 9291**  
**Passcode: 896163**

### **MINUTES**

- 1. WORK SESSION (9:45 – 10:00 AM):** 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, Port Accountant Dawn Wilson, and Community Administrative Specialist April Booth were present via ZOOM conference call.

**5. CHANGES TO AGENDA**

No changes to the agenda.

**6. COMMISSIONER ACTION:**

- 6.1 Approval of Minutes (February 10<sup>th</sup> Regular Meeting, February 24<sup>th</sup> Regular Meeting), Payroll, and Vouchers

- A. Commissioner John Mishasek moved to approve the Meeting Minutes of the February 10th Regular Meeting and February 24th Regular Meeting. **Motion was seconded and passed unanimously.**
- B. Commissioner David Day moved to approve the following vouchers, payroll, and electronic payment from February for payment. **Motion was seconded and passed unanimously.**

|  |                   |
|--|-------------------|
| Voucher warrant numbers: 21-0301 through 21-0326       | \$36,183.13       |
| Payroll warrant number: 21-0327 through 21-0333        | \$11,391.14       |
| Electronic payments dates: (No voucher numbers needed) | <u>\$3,087.46</u> |
| Total Payables:  | \$47,574.27       |

**7. 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.*

There was no public comment.

**8. FINANCIAL UPDATE**

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

**9. EXECUTIVE DIRECTOR REPORT**

Executive Director Chris Michalopoulos shared his report with Commissioners and answered questions.

**10. OLD BUSINESS**

10.1 Discussion: Wharf Rehabilitation Project Update Phase 1

Executive Director Chris Michalopoulos shared an update on the progress of the Wharf Rehabilitation progress.

10.2 Discussion: Industrial Development District – Scope of Work Leeward Strategies

Executive Director Chris Michalopoulos discussed the proposal to contract Leeward Strategies to assist with the process and strategic planning to establish an Industrial Development District. Commissioner John Mishasek made the motion to approve Jim Darling’s amended proposal. **Motion was seconded and passed unanimously.**

## 11. NEW BUSINESS

### 11.1 Introduction: State of the Port Presentation – Executive Director

Executive Director Chris Michalopoulos presented the 2020 State of the Port presentation.

### 11.2 Action: Resolution 281 – Transfer Security Funds Twisted Magpie Corporation

Commissioner David Day motioned to approve Resolution #281 Transfer of Security Funds Twisted Magpie Corp. **Motion was seconded and passed unanimously.**

## 12. PUBLIC COMMENT

Marianne Burr of Coupeville congratulated the board on beginning the process for the Industrial Development District and contracting with Jim Darling.

## 13. PRESIDING OFFICER'S REPORT

Commissioner David Day noted he was looking forward to the orientation for ILIO (Island Local Integrating Organization) next week.

## 14. COMMITTEE REPORTS


Commissioner David Day sent out notes from last month's COG meeting

## 15. COMMISSIONER DISCUSSION

Commissioner David Day suggested that the Board may wish to establish policies that guide the Executive Director. The Board held discussion on whether more policies need to be established and determined it was not necessary

## 16. ADJOURN

The meeting adjourned at 12:17 PM.

  
David Day (Apr 21, 2021 07:34 PDT)

  
John Mishasek (Apr 19, 2021 10:10 PDT)

  
mohammad mostafavinassab (Apr 19, 2021 18:54 PDT)

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David Day

John Mishasek

Mohammad Mostafavinassab

**Next regular meeting: Wednesday, March 24, 2021, 6 PM Via ZOOM Conference Call**

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

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

**Passcode: TA2008**

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3.12.2021












# MINUTES POC MEETING MARCH 10 2021 V3

Final Audit Report

2021-04-21

|                 |   |
|-----------------|---|
| Created:        | 2021-04-19  |
| By:             | April Booth (adminassistant@portofcoupeville.org) |
| Status:         | Signed  |
| Transaction ID: | CBJCHBCAABAAT9aRUcERVbUGC8GjutL782GNMupTJtZ-      |

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2021-04-19 - 4:43:46 PM GMT- IP address: 66.235.71.5
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