



PO Box 128, Greenbank, WA 98253 // 765 Wonn Road, Greenbank
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REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Wednesday July 14th, 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

Executive Director Chris Michalopoulos asked to add 10.3 Resolution #284 – Grant application Coupeville dock. There was no objection.

6. COMMISSIONER ACTION:

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

- A. Commissioner John Mishasek moved to approve the Meeting Minutes of the June 9th Regular Meeting and June 23rd Regular Meeting. **Motion was seconded and passed unanimously.**
- B. Commissioner John Mishasek moved to approve the following vouchers, payroll, and electronic payment from March for payment. **Motion was seconded. Commissioner Day objected and the motion passed with a two – one vote.**

Voucher warrant numbers: 21-0601 through 21-0625	\$89,594.15
Payroll warrant number: 21-0626 through 21-0632	\$22,298.15
Electronic payments dates: (no voucher numbers needed)	<u>\$12,860.26</u>
Total Payables:	\$124,752.56

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.*

Marianne Burr of Coupeville cautioned the board against restricting its commissioners from attending other ports' meetings. There is value in hearing the functions and concerns of other ports.

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 Action: Wharf Phase 1 Update

Executive Director Chris Michalopoulos discussed the status of the application for the Caps and Piling project at the wharf.

10.2 Discussion: Wharf Fire Suppression Project Update

Executive Director Chris Michalopoulos gave an update on the Fire Suppression System at the Coupeville Wharf, noting that Commercial Fire Protection will be back on July 28 to install the sprinkler heads and plan to do testing in August.

10.3 Action: Resolution #284 – Grant application Coupeville dock

Executive Director Chris Michalopoulos presented Resolution #284 – Grant application Coupeville dock to pursue a Boating Infrastructure Grant from the WA Recreation and Conservation Office (RCO). This is a national grant program, facilitated by RCO and requires the provided resolution. Commissioner David Day made the motion to approve Resolution #284 – Grant application Coupeville dock. **Motion was seconded and passed unanimously.**

11. NEW BUSINESS

11.1 Introduction: Dorcas Young – Proposed Business Plan for C-102

Dorcas Young, Owner of Lesedi Farms, presented her plan to open her current unit at Greenbank Farm (C-102) to the public to sell frozen prepared meals, utilizing the beans she grows at Greenbank Farm.

12. PUBLIC COMMENT

Marianne Burr of Coupeville followed up her previous comment attending outside meetings does not account for all time invested. The lessons learned at these meetings can lead to informative conversations.

Loretta Beaman of Oak Harbor and owner of On the Cove, located at the Coupeville Wharf, asked about the status of the restrooms at the wharf, noted her artwork is installed, and asked for updated accounting on the electric, water, and rents for her units at the wharf as she will be coming off rent deferment.

13. PRESIDING OFFICER'S REPORT

Commissioner David Day noted seeing more boats in Penn Cove than ever before.

14. COMMITTEE REPORTS

Commissioner David Day submitted a written report to the other commissioners and staff regarding his attendance at the COG meeting.

15. COMMISSIONER DISCUSSION

Commissioner John Mishasek asked for an update on potential candidates for replacing Commissioner Mohammad Mostafavinassab. Executive Director Chris Michalopoulos updated the board on two potential candidates.

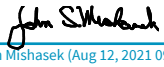
Commissioner John Mishasek noted that when searching the Coupeville Wharf on Google, the Wikipedia page along with a few local organizations show outdated information.

Commissioner David Day asked that an action agenda item to review Loretta Beaman's account for potential reimbursements for the July 28 meeting.

16. ADJOURN

The meeting adjourned at 11:39 PM.


David Day (Aug 11, 2021 17:08 PDT)


John Mishasek (Aug 12, 2021 09:01 PDT)


Mohammad Mostafavinassab (Aug 12, 2021 21:33 PDT)

David Day

John Mishasek

Mohammad Mostafavinassab

Next regular meeting: Wednesday, July 28, 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

Dial In By Phone: +1 669 900 6833

Meeting ID: 471 532 9291

Passcode: 896163

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United States Post Office – Coupeville & Greenbank, Washington
Whidbey News Times – editor@whidbeynewsgroup.com
Town of Coupeville – clerktreasurer@townofcoupeville.org

7.14.2021v3












MINUTES POC MEETING JULY 14 2021 V3

Final Audit Report

2021-08-13

Created:	2021-08-11
By:	April Booth (adminassistant@portofcoupeville.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAADH5Hmdo3syzQo9PiFQAsTXyN5tKnwbcn

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