



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 April 13<sup>th</sup>, 2022, 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 Patrick Kennedy, Executive Director Chris Michalopoulos, Port Accountant Dawn Wilson, and Port Project Manager Kelly Webb.

**5. CHANGES TO AGENDA**

Eliminated 10.2 and 10.3 on the Agenda.

**6. COMMISSIONER ACTION:**

6.0 Approval of Minutes (March 9<sup>th</sup> Regular Meeting, March 23<sup>rd</sup> Regular Meeting), and Vouchers.

6.1 Commissioner Day moved to approve the minutes of March 9<sup>th</sup> and March 23<sup>rd</sup>. **Motion was seconded and passed unanimously.**

6.2 Commissioner Mishasek moved to approve the following vouchers, payroll, and electronic payments from March for payment. **Motion was seconded and passed unanimously.**

Voucher warrant numbers: 22-0401 through 22-0124	\$33,298.49
Payroll warrant number: EFT-0401 through EFT-0402	\$19,044.85
Electronic payments dates: (no voucher numbers needed)	<u>\$7,267.86</u>
Total Payables:	<u>\$59,611.20</u>

**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.*

**No Public Comment**

## **8.FINANCIAL UPDATE**

Port Accountant Dawn Wilson gave an updated report.

Commissioner Kennedy requested information on the annual vs quarterly budget and how the budget and actual align. Accountant Dawn Wilson answered his questions to his satisfaction.

Commissioner Day asked for more information about the Comprehensive Plan line item and why the funds were allocated there. Accountant Dawn Wilson answered his questions to his satisfaction.

Commissioner Day asked for more information about the Commercial Fire line item and why the funds were allocated there. Accountant Dawn Wilson and Executive Director Michalopoulos discussed the process of category allocation, and his questions were answered to his satisfaction.

## **9.EXECUTIVE DIRECTOR REPORT**

Executive Director Michalopoulos provided a report for the month of March, including new hires and recent projects that just surfaced.

## **10. OLD BUSINESS**

10.1 Discussion: Broadband Phase 2 Update

Executive Director Michalopoulos provided an update on the Broadband Project, competition, ownership, expenses and reimbursements.

10.2 Discussion: Wharf General Update

Executive Director Michalopoulos provided an update on Wharf repairs and activities.

## **11 NEW BUSINESS**

11.1 Action: Caretaker Cottage Update

Commissioner Day made a motion to remove the existing building because it would be too costly to renovate and make it life/health/safety appropriate. **Motion was seconded and passed unanimously.**

Port staff was asked to contact Island County to determine development options available for that piece of land.

11.2 Discussion: OPMA Guidelines and Future Meetings Structure

A hybrid model was determined to be the best for the Port. Executive Director Michalopoulos will review options for a hybrid model and costs associated with those options.

**12 PUBLIC COMMENT**

**MaryAnn Burr, Coupeville:** Discussed the change in the Public Works Board internet service requirements.

**Mark Barbieri, Coupeville:** Discussed his interactions with internet service, commended the Port on their activities, and asked that the Port to continue their hard work.

**13 PRESIDING OFFICER’S REPORT**

There was no report.

**14 COMMITTEE REPORTS**


Commissioner Day said he attended the COG meeting and will provide a written report when returning to the Island.


**15 COMMISSIONER DISCUSSION**


There was no commissioner discussion topic shared.

**16 ADJOURN**

The meeting adjourned at 12:20 PM.

  
David Day (May 16, 2022 10:58 PDT)

  
John S. Mishasek (May 12, 2022 14:53 PDT)

  
Patrick Kennedy (May 12, 2022 19:18 PDT)

David Day

John Mishasek

Patrick Kennedy

**Next regular meeting: Wednesday, April 27<sup>th</sup>, 2022, 6:00 PM Via ZOOM Conference.**

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

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**4.13.2022**












# MINUTES POC MEETING Apr 13 2022 V1

Final Audit Report

2022-05-16

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