



PORT OF COUPEVILLE

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 May 25th, 2022, 6 PM 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 (5:45 – 6:00 PM):** 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, Port Project Manager Kelly Webb, and Port Community Administrative Specialist Kristen Abraham

5. CHANGES TO AGENDA

Addition of Old Business Item 8.6 Greenbank Farm Security Lighting and Cameras

6. COMMISSIONER ACTION:

Commissioner Mishasek moved to approve the following vouchers for payment.

Motion was seconded and passed unanimously.

- Voucher warrant numbers: 22-0501 through 22-0505 \$3160.94
- Electronic payments dates: (no voucher numbers needed) none
- Total Payables: \$3160.94

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. OLD BUSINESS

8.1 Discussion: Broadband Phase 2 Update

Executive Director Michalopoulos reported that we must follow federal guidelines for the bidding process for the broadband project so in addition to the bid from Astound we will also receive a bid from Zipy to be returned by June 8.

8.2 Discussion: Wharf General Update (CR&M and Fire Suppression)

Executive Director Michalopoulos discussed losing two floats during the last windstorm. He also discussed the process of moving forward with the roof replacement and wall stabilization projects before the Pile/Cap project. This is due to delays in permitting.

Project Manager Webb reported the shower and toilet repairs at the wharf have been completed. She is looking for a vendor to replace the double doors.

8.3 Action: Rescinding State of Emergency – Resolution #273

Commissioner Day moved to rescind resolution 273, effective June 1, 2022 to align with the state practice.

Motion was seconded and passed unanimously.

8.4 Action: Rent Deferment Program Update

Port Accountant Wilson reported that the deferred rent balances total \$5029.05.

Commissioner Day made a motion to request that once the emergency period is considered over, any deferral amounts should be paid in full by December 31, 2022.

After further discussion, Commissioner Day rescinded his motion and made a new motion to end the deferred rental program effective June 30, 2022, therefore all deferred rent payments must be completed by December 30, 2022.

Motioned was seconded and passed unanimously.

8.5 Action: Addition of New Federal Holiday Juneteenth to Employee Manual -Resolution #237-1C

Commissioner Mishasek made a motion to approve the updated Employee Handbook.

Motioned was seconded and passed unanimously.

8.6 Greenbank Farm Security Lighting and Cameras

- Project Manager Kelly reported that, in addition to the bid from Blue Mountain, a 2nd bid was submitted from Northwest Edison.
- Executive Director Michalopoulos received a bid from Whidbey Telecom to enhance the security camera system in the back of Barns B and C for ~\$2,900.00. This would entail four new cameras and a state-of-the-art DVR system. There would also be an additional monthly fee of \$8.00.

Commissioner Kennedy made a motion to approve \$12,000 for the Edison bid to enhance the lighting and to approve the additional security cameras from Whidbey Telecom.

Since the Whidbey Telecom is for an amount not necessary for the commission to approve, Commissioner Kennedy withdrew his original motion and made a motion to accept the Northwest Edison bid in an amount not to exceed \$12000.

Motioned was seconded and passed unanimously.

9. PUBLIC COMMENT

Loretta Beaman, Coupeville: Announced that the Penn Cove Cafe is opening Saturday, May 28th, and Penn Cove Outfitters will open the 2nd weekend in June. They will be open 8-4. They will be closed Tuesday and Wednesday. Penn Cove Outfitters will operate the same hours.

10. COMMISSIONER DISCUSSION

- Commissioner Mishasek asked the Commission to consider ending the practice of reciting the Pledge of Allegiance at every meeting, as most other public meetings no longer do this. No action was taken as the Commission wanted to consider the best way to show support for our country.
- Commissioner Mishasek requested to view some of the reports generated by the Port of Coupeville for the various grants it has received.

- Commissioner Day suggested the Commission consider working with other groups to explore potential funding and grant opportunities from sources such as the Infrastructure, Investment and Jobs Act. The other Commissioners were open to proposals.

11. ADJOURN

The meeting adjourned at 7:41 PM.


David Day (Jun 9, 2022 07:57 PDT)


JOHN S. MISHASEK (Jun 9, 2022 09:37 PDT)


Patrick Kennedy (Jun 8, 2022 18:41 PDT)

David Day

John Mishasek

Patrick Kennedy

Next regular meeting: Wednesday, June 8th, 2022, 10:00 AM Via ZOOM Conference as well as our physical space at 765 Wonn Rd., Jim Davis House, Greenbank, WA 98253.

Please Call in or Participate Via the Link Below:

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Posted to: Port of Coupeville Web Page -- www.portofcoupeville.org
United States Post Office – Coupeville & Greenbank, Washington
Whidbey News Times – editor@whidbeynewsgroup.com
Town of Coupeville – clerktreasurer@townofcoupeville.org

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