



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 July 13th, 2022, 10 AM Via ZOOM Conference Call
as well as our physical meeting space at 765 Wonn Rd., Jim
Davis House, Greenbank, WA 98253.

**ZOOM Conference Will Be Used. Please Call in Using the
Link/Credentials Below:**

<https://us02web.zoom.us/j/4715329291?pwd=SnZFZmZocDBkZ3dVYWNoNUpQcWRhdz09>

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, Port Project Manager Kelly Webb, and Port Community Administrative Specialist Kristen Abraham

5. CHANGES TO AGENDA

No changes

6. COMMISSIONER ACTION:

- 6.1 Approval of Minutes (June 8th Regular Meeting, June 22nd Regular Meeting), and Vouchers.

Commissioner Day moved to approve the minutes of June 8th and June 22nd.
Motion was seconded and passed unanimously.

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

It was noted that the voucher list only included electronic voucher numbers 0703-0705, but on the other document, there were vouchers through 0710, the total amount was unchanged.

Commissioner Mishasek moved to amend the previous motion to add electronic vouchers 0706-0710. **Motion was seconded and passed unanimously.**

Voucher warrant numbers: 22-0701 through 22-0726	\$21,010.04
Payroll warrant numbers: EFT-0701 through EFT-0702	\$25,127.08
Electronic voucher warrant numbers: EFT-0703 through EFT-0710	\$16,965.05
Total Payables:	<u>\$63,102.17</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

- 8.1 Port Accountant Dawn Wilson gave an updated financial report.

9. EXECUTIVE DIRECTOR REPORT

- 9.1 Executive Director Michalopoulos provided a report for the month of June. Issues he highlighted:

- He met with Representative Larsen for the water and sewer project Omnibus funding. At some point, it became a grant for a water line only project, so the

funding is in question. Michalopoulos spoke to representatives from the EPA and is working with Larsen's office to qualify.

- Northwest Electric is currently installing the security lighting at the Greenbank Farm.
- The new section for the playground has been dug.
- Deep mowing has started at the farm.

10. OLD BUSINESS

10.1 Discussion: Broadband Phase 2 Update

Executive Director Chris Michalopoulos met twice with attorney Seth Woolson and Petrichor. The project will be broken into phases.

Phase 1: We will introduce a resolution to approve the personal services component (design). Letters of intent will be presented to the board.

Phase 2. This will have to go through a public building process that will be managed by the Port. Because the Port is 100% owner, prevailing wages must be paid.

10.2 Discussion: Wharf General Update (CR&M, Sewer Line, Restrooms and Fire Suppression)

- Commercial Fire is still waiting for parts to address fire suppression at the wharf.
- The emergency declaration application is ready for submittal to replace the piles and caps. We have been asked by the USACOE to wait until the end of August before submitting the emergency application.
- As-builts for the wharf should be ready by July 15th. Once finalized, they will be sent to Swenson, Say, Faget to work on a plan for roof replacement and repair.

11. PUBLIC COMMENT

No public comment.

12. PRESIDING OFFICER'S REPORT

No report.

13. COMMITTEE REPORTS

13.1 Commissioners submitted their reports.

13.2 No updates on the airport.

14. COMMISSIONER DISCUSSION

14.1 Commissioner Mishasek raised the issue of home sharing and affordable housing at the Greenbank Farm.

14.2 Commissioner Day asked about the status of the caretaker's cottage and the feasibility of moving the cottage.

14.3 Commissioner Day moved to cancel the July 27th meeting. **Motion was seconded and passed unanimously.**

15. ADJOURN

The meeting adjourned at 11:30 AM.



David Day (Aug 11, 2022 07:35 PDT)



John Mishasek (Aug 12, 2022 10:35 PDT)

David Day

John Mishasek

Patrick Kennedy

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

Please Call in or Participate Via the Link Below:

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

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United States Post Office – Coupeville & Greenbank, Washington
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7.14.2022/V2