



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

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Wednesday, November 9, 2022, 10:00 AM Via ZOOM Conference Call as well as our physical meeting space at 765 Wonn Road, 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=SnZFZmZ0cDBKd3dVYWNoNUpQcWRhdz09>

Passcode: TA2008

Dial In By Phone: 1 (669) 900-6833

Meeting ID: 471 532 9291 Passcode: 896163

Per Port of Coupeville Resolution #224, the regular meeting of the Board of Commissioners will be preceded by a work session at 5:45 PM

MINUTES

1. WORK SESSION (9:45 AM – 10:00 AM)

Commission review of vouchers.

2. CALL TO ORDER (10:00 AM)

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

Commissioner David Day, Commissioner John Mishasek, Commissioner John Callahan, Executive Director Chris Michalopoulos, Port Accountant Dawn Wilson, Port Community Administrative Specialist Narissa Davis.

5. CHANGES TO AGENDA

No changes to the agenda.

6. COMMISSIONER ACTION:

- 6.1 Approval of Minutes (October 12th and October 26th Regular Meetings) and Vouchers. Commissioner Mishasek made a motion to approve the meeting minutes and vouchers. Commissioner Callahan seconded. **Meeting minutes and vouchers approved unanimously.**

Voucher Warrant Numbers	22-1101 thru 22-1126	\$25,236.18
Payroll	EFT-1101 thru EFT-1102	\$21,026.82
Electronic Vouchers	EFT-1103 thru EFT-1110	\$19,188.05
TOTAL VOUCHERS		\$65,451.05

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 five minutes. If you have any documents to present to the Board, please hand them to the Port Executive Director prior to speaking.*

No public comment.

8. FINANCIAL UPDATE

- 8.1 Financial Update – Accountant Wilson provided an update of accounts and reporting of levy funds.

9. EXECUTIVE DIRECTOR REPORT

Executive Director Michalopoulos gave an update of the Greenbank Farm and the Coupeville Wharf. He reported that preventative actions taken prior to the windstorms have only resulted in minor storm damages. He reported a theft in the tractor barn where a welder and several tools were taken. The needs for a generator to support the main office, which also supports the alarm system at the tractor barn, were discussed. This was previously suggested by Commissioner Callahan to prevent disruptions to operations during power outages.

10. OLD BUSINESS

10.1 Discussion: Wharf Update

Executive Director Michalopoulos gave an update on the wharf re-roof project. He explained where we are in the permitting process as well as the need to present the case for metal roof shingles to the historic preservation commission on November 17, 2022.

10.2 Discussion: Broadband Phase 2 Update

The Public Works Board contract has been executed. There are many administrative tasks needing completion to satisfy the contract before any work begins. This includes additional insurance requirements for theft liability.

10.3 Action: 2023 Budget Approval

The Board has extensively reviewed the budget with no current objections or requests to edit. Commissioner Day moved to approve the 2023 budget. Commissioner Mishasek made a motion to approve 2023 Budget. Seconded by Commissioner Callahan. **Motion was passed unanimously.**

10.4 Action: Resolution #296 – 2023 Budget Levy Approval

Commissioner Mishasek made a motion to approve Resolution #296. Commissioner Day seconded. **Motion was passed unanimously.**

10.5 Action: Resolution #294 – Collection of an Industrial Development District (IDD) Levy for 2023

Resolution #294 is approving the collection amount of IDD taxes by the County. Commissioner Mishasek made a motion to approve Resolution #294. Commissioner Callahan seconded. **Motion was passed unanimously.**

10.6 Action: Resolution #297 – 2023 IDD Levy Approval

Resolution #297 is the worksheet that will be submitted to Island County. Commissioner Day made a motion to approve Resolution #297. Seconded by Commissioner Mishasek. **Motion was passed unanimously.**

10.7 Action: Resolution #293 – Amending the Comprehensive Scheme of Harbor Improvements 2022 2023

Commissioner Mishasek made a motion to approve Resolution #293. Commissioner Day seconded. **Motion was passed unanimously.**

11. NEW BUSINESS

11.1 Introduction: Changing Meeting Time of Second Monthly OPM to 10 AM (November 23rd)

Commissioner Day requested to move the meeting on November 23rd to 11 AM instead of 10 AM due to attendance at the COG meeting. The Board will have more discussion on permanently changing the second meeting time in December.

11.2 Action: District #3 Commissioner Officer Assignment

Commissioner Day made a motion to approve District 3 Commissioner Callahan as Secretary of the Board of Commissioners. Commissioner Mishasek seconded. **Motion was passed unanimously.**

12. PUBLIC COMMENT

No public comment.

13. PRESIDING OFFICER'S REPORT

Commissioner Mishasek attended a Skagit Valley College (SVC) meeting located at the Oak Hall. They welcomed the new SVC President Christopher Villa.

14. COMMITTEE REPORTS


Commissioner Day attended COG Meeting on 10/26/22 that dealt with legislative tasks. Many representatives were in attendance and reviewed legislative concerns and what tasks were getting done throughout the state.


15. COMMISSIONER DISCUSSION


The Board had a discussion on the suggestion from Commissioner Callahan for options to supply a generator to the Greenbank Farm office due to storm and criminal activities. Review for other potential funding outside of IDD for infrastructure bill in relation to public safety and emergency management.

16. ADJOURN

Meeting adjourned at 11:45 AM


David Day (Dec 20, 2022 10:32 PST)
David Day, Vice President
Commissioner District 1


John S. Mishasek (Dec 16, 2022 17:22 PST)
John Mishasek, President
Commissioner District 2


John K Callahan Jr (Dec 20, 2022 10:09 PST)
John Callahan, Secretary
Commissioner District 3

Next Public Hearing: Wednesday, November 23, 2022, at 11:00 a.m. Via ZOOM Conference as well as our physical meeting space at 765 Wonn Road, Jim Davis House, Greenbank, WA 98253.

Please Call in or Participate Via the Link Below:

Join ZOOM via Internet:

<https://us02web.zoom.us/j/4715329291?pwd=SnZFZmZ0cDBKd3dVYWN0NUpQcWRhdz09>

with Passcode: TA2008

Dial in By Phone: +1 (669) 900-6833

Meeting ID: 471 532 9291 with Passcode: 896163

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

11.17.2022/V2


MINUTES POC MEETING November 9 2022 V3

Final Audit Report

2022-12-20

Created:	2022-12-15
By:	Administrative Specialist (adminassistant@portofcoupeville.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAtNuWISrupy5h_278mM1TM8skQ9xYdkNA

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