



# 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 February 22<sup>nd</sup>, 2023, 1 PM 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=SnZfZm  
ZOcDBKd3dVYWNoNUpQcWRhdz09](https://us02web.zoom.us/j/4715329291?pwd=SnZfZmZ0cDBKd3dVYWNoNUpQcWRhdz09)

**Passcode: TA2008**

**Dial in By Phone: +1 253 215 8782**

**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 9:45 AM

## MEETING MINUTES

### 1. CALL TO ORDER

Meeting started at 1:00 PM

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

Commissioner District 3 John Callahan, Commissioner District 2 John Mishasek,  
Commissioner District 1 David Day, Executive Director Chris Michalopoulos, Community  
Administrative Specialist Narissa Davis, Accountant Dawn Wilson.

### 4. CHANGES TO AGENDA

No changes to the agenda.

## 5. COMMISSIONER ACTION:

### 5.1 Approval of Vouchers.

Commissioner Callahan made a motion to approve the following vouchers. Commissioner Mishasek seconded the motion. **Motion passed unanimously.**

Voucher warrant numbers:	23-0228 through 23-0232	\$6,901.71
Payroll:	EFT-0206	\$11,115.67
Electronic Vouchers:	EFT-0207	\$2,952.36
TOTAL VOUCHERS:		\$20,969.74

**6. 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 hand them to the Port Executive Director prior to speaking.*

Ron Boyer-Coupeville, WA provided input on the Ports plan to purchase the AJ Eisenburg airport.

## 7. OLD BUSINESS

### 7.1 Discussion: Wharf Update – Roof & Pile Project

Executive Director Michalopoulos provided an update on the Coupeville Wharf roof project. Commissioners were asked if one commissioner can plan to be present on Thursday, March 9<sup>th</sup> to witness opening and recording of bids.

### 7.2 Discussion: Broadband Phase 2 Update

Executive Director Michalopoulos provided an update on the broadband project. Bids will be opened/recorded during the March 22<sup>nd</sup> open public meeting.

### 7.3 Action: Federal Procurement Policy

The Board reviewed the Federal Procurement Policy. Commissioner Callahan made a motion to approve the Federal Procurement Policy. Commissioner Day seconded the motion. **Motion passed unanimously.**

### 7.4 Action: Barn A Radiant Heater Replacements

Executive Director Michalopoulos provided details to replace Barn A heaters by Marshall's Heating & AC. Commissioner Mishasek made a motion to approve proposal from Marshall's Heating & AC for replacement of 8 heaters in Barn A with a 50% deposit based on February 9<sup>th</sup> email. **Motion was rescinded by Commissioner Day.**

Commissioner Mishasek made a motion to approve a proposal from Marshall's Heating & AC for replacement of 8 heaters in Barn A for a total of \$16,320.00 with acknowledgement that additional permits/inspection fees would apply, and a 50% deposit would be required based on the February 9<sup>th</sup> email. Commissioner Day seconded the motion. **Motion passed unanimously.**

## 7.5 Discussion: At Large Commissioner Structure

The Board discussed Commissioner Mishasek's proposal to replace the current system of Commissioners being elected from specific districts to one in which Commissioners are elected at large. The pros and cons of each system were discussed. No action was taken at the end of the discussion. The matter will be discussed again at a future meeting.

## 8. NEW BUSINESS

### 8.1 Introduction: EV Charging Station Grant Presentation

Linda Irvine and Tim Economu of the Island Community Solar Group presented the benefits of DC Fast Charging stations. They would like to volunteer and assist the Port in applying for the EV Charging Station Grant.

Commissioner Day made a motion for Port of Coupeville to apply for the EV Charging Station Grant. Commissioner Mishasek seconded the motion. **Motion passed unanimously.**

### 8.2 Action: Wharf Septic System Phase 1 Site Assessment

Commissioner Callahan made a motion to approve Coffman Engineers proposal dated February 15, 2023 for Coupeville Marina sewer rehabilitation phase 1 in the amount not to exceed \$6000.00. Commissioner Day seconded the motion. **Motion passed unanimously.**

### 8.3 Action: Resolution #299 – Authorizing the investment of Port of Coupeville Monies

A motion was made to approve resolution #299. **Motion was amended to specify the Island County Investment pool.**

Commissioner Mishasek made a motion to approve resolution #299. Commissioner Day seconded the motion. **Motion passed unanimously.**

## 9. Executive Session – Planned ES Time is 20 Minutes

Per RCW 42.30.110 (1)(b), To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

Executive session started at 2:35 PM. ED Michalopoulos announced at 3:00 PM an extension of 10 minutes. Executive session ended at 3:10 PM. No action has been taken.

## 10. PUBLIC COMMENT

No public comment

## 11. COMMISSIONER DISCUSSION


The Board discussed the importance of emphasizing to the public that the purpose of the Port is to focus on projects that benefit the community as a whole and not just specific to the tax districts assigned. The Port works with other entities that provide funding for these projects and not all projects are funded through district taxes.

## 12. ADJOURN

Meeting adjourned at 3:18 PM

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David Day, Vice President  
Commissioner District 1

  
JOHN S. MISHASEK (Mar 9, 2023 08:38 PST)  
John Mishasek, President  
Commissioner District 2

John K Callahan Jr  
John K Callahan Jr (Mar 8, 2023 15:13 PST)  
John Callahan, Secretary  
Commissioner District 3

**Next regular meeting: Wednesday, March 8<sup>th</sup>, 2023, 10 AM Via ZOOM Conference as well as our physical meeting space at 765 Wonn Rd., Jim Davis House, Greenbank, WA 98253.**

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United States Post Office – Coupeville & Greenbank,  
WashingtonWhidbey News Times –  
[editor@whidbeynewsgroup.com](mailto:editor@whidbeynewsgroup.com)  
Town of Coupeville – [clerktreasurer@townofcoupeville.org](mailto:clerktreasurer@townofcoupeville.org)

3.2.2023/V4