



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 26th, 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=SnZFZmZOCDBKd3dVYWNoNUUpQcWRhdz09>

Passcode: TA2008

Dial in By Phone: +1 253 215 8782

Meeting ID: 471 532 9291 Passcode: 896163

MEETING MINUTES

1. CALL TO ORDER

Meeting started at 1:00 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Commissioner District 2 John Mishasek, Commissioner District 3 John Callahan, Executive Director Chris Michalopoulos, Accountant Dawn Wilson, Project Manager Mary Hogan.

4. CHANGES TO AGENDA

Commissioner Callahan requested to remove the Executive Session from the agenda.

5. COMMISSIONER ACTION:

5.1 Approval of Vouchers.

Voucher Warrant Numbers:	23-0434 through 23-0439	\$10,463.13
Payroll:	EFT-0405	\$11,154.57
Electronic Vouchers	EFT-0406 through EFT-0408	\$7,346.86
TOTAL VOUCHERS:		\$28,964.56

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

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.*

No public comment.

7. OLD BUSINESS

7.1 Discussion: AJ Eisenberg Airport – Due Diligence

Executive Director Michalopoulos reviewed the results of the Commissioners task to rate the top priorities of the Due Diligence list. The top three are 1. Ecological 2. Securing Funds 3. Fuel Tanks.

Commissioner Callahan and Commissioner Mishasek discussed their concerns of meeting the diligence due date of 6/3. Executive Director Michalopoulos suggested that the board members contact him directly for assignments to help meet this due date.

7.2 Discussion: Wharf Update

Executive Director Michalopoulos gave updates on the Fuel Tanks, Roof, Piles and Caps, Benches and Walkway projects. Engineers are working on a fiberglass solution for the Fuel Tanks. The construction of the roof will start in May. The Piles and Caps are moving to the bid phase. Benches and walkway are completed.

Executive Director Michalopoulos gave an update on the conduit being installed to supply fiber to the manager shack at the wharf.

7.3 Discussion: Greenbank Farm – Pond Update

Executive Director Michalopoulos discussed the need for bi-annual maintenance and recommended a solution of using boulders along the edges to mitigate pond bank erosion.

8. NEW BUSINESS

8.1 Discussion – Phishing Scams and Risk Management

Executive Director Michalopoulos discussed examples of current phishing scams and risk management solutions.

9. POLICIES AND ADMINISTRATION

9.1 Commissioner Callahan asked Commissioner Mishasek if there were any questions or comments on the draft he provided. Mishasek did not have any at this time.

10. EXECUTIVE SESSION - Planned ES Time is 20 Minutes

Per RCW 42.30.110 (1)(i), To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Executive Session was removed from the agenda.

11. PUBLIC COMMENT

Name Unknown – City Unknown – Has several questions regarding the purchase of the AJ Eisenberg Airport and agrees that a public hearing will help to answer these questions.

Stewart Ashlyn – Coupeville

Commented that the newsletter is a good form of communication and asked how he can receive it going forward. He expressed support for the Port purchasing the airport.

Stewart requested a copy of the 3 Column Priority Report. Executive Director Michalopoulos explained he can request a public records request.

Inquired when the Phase 1 Environmental Survey on the airport will be provided. Executive Director Michalopoulos responded that it will be posted on the website when completed.

Joe Andrade – Oak Harbor – Agreed that purchase of the AJ Eisenberg Airport will benefit the community and discussed several benefits to the community.

Suggested a pump out boat would be beneficial for the Coupeville wharf.

Geri Morgan – Oak Harbor – Agreed that a public hearing is a good idea to help educate the community on the benefits of purchasing the AJ Eisenberg Airport.


12. COMMISSIONER DISCUSSION

Commissioner Mishasek, Commissioner Callahan and Executive Director Michalopoulos discussed the need for a public hearing regarding the purchase of the AJ Eisenberg Airport, and the required details of this meeting.

Commissioner Callahan made a motion to approve a public hearing for May 17th at 12 PM. Commissioner Mishasek seconded the motion. **Motion passed unanimously.**

13. ADJOURN 1:45 PM

David Day, President
Commissioner District 1


John Mishasek (May 19, 2023 09:06 PDT)

John Mishasek, Vice President
Commissioner District 2


John K Callahan Jr. (May 18, 2023 09:59 PDT)

John Callahan, Secretary
Commissioner District 3

Next regular meeting: Wednesday, May 10th, 2023, 10 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 ZOOM Link Below:

<https://us02web.zoom.us/j/4715329291?pwd=SnZFZmZOCDBKd3dVYWNoNUpQcWRhdz09>

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 – clerktreasurer@townofcoupeville.org

5/4/2023 V3











MINUTES POC APRIL 26 2023 V3

Final Audit Report

2023-05-19

Created:	2023-05-17
By:	Administrative Specialist (adminassistant@portofcoupeville.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAI2ndy12kZciuqoBKWSHAsDcCjKsyReAw

"MINUTES POC APRIL 26 2023 V3" History

-  Document created by Administrative Specialist (adminassistant@portofcoupeville.org)
2023-05-17 - 10:43:44 PM GMT- IP address: 66.235.71.5
-  Document emailed to commissioner2@portofcoupeville.org for signature
2023-05-17 - 10:46:08 PM GMT
-  Document emailed to commissioner3@portofcoupeville.org for signature
2023-05-17 - 10:46:09 PM GMT
-  Email viewed by commissioner3@portofcoupeville.org
2023-05-18 - 4:56:17 PM GMT- IP address: 24.143.82.61
-  Signer commissioner3@portofcoupeville.org entered name at signing as John K Callahan Jr.
2023-05-18 - 4:59:01 PM GMT- IP address: 24.143.82.61
-  Document e-signed by John K Callahan Jr. (commissioner3@portofcoupeville.org)
Signature Date: 2023-05-18 - 4:59:03 PM GMT - Time Source: server- IP address: 24.143.82.61
-  Email viewed by commissioner2@portofcoupeville.org
2023-05-19 - 4:05:49 PM GMT- IP address: 67.168.66.196
-  Signer commissioner2@portofcoupeville.org entered name at signing as John Mishasek
2023-05-19 - 4:06:22 PM GMT- IP address: 67.168.66.196
-  Document e-signed by John Mishasek (commissioner2@portofcoupeville.org)
Signature Date: 2023-05-19 - 4:06:24 PM GMT - Time Source: server- IP address: 67.168.66.196
-  Agreement completed.
2023-05-19 - 4:06:24 PM GMT