



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 March 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=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, Commissioner District 1 David Day, Executive Director Chris Michalopoulos, Community Administrative Specialist Narissa Davis, Accountant Dawn Wilson, Project Manager Mary Hogan.

### 4. CHANGES TO AGENDA

No changes to the agenda.

### 5. COMMISSIONER ACTION:

5.1 Approval of Vouchers.

Voucher Warrant Numbers:	23-0332 through 22-0338	\$45,612.17
Payroll:	EFT-0339	\$10,557.01
Electronic Vouchers	EFT-0340 through EFT-0342	\$5,407.13
<b>TOTAL VOUCHERS:</b>		<b>\$61,576.31</b>

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: Wharf Update – Fuel Tanks

Executive Director Michalopoulos explained that the diesel fuel tank has been shut down and they are working on transferring out the approximate 1000 gallons remaining in the tank. Once engineering plans have been completed, they will go out to bid for a replacement tank.

### 7.2 Action: Broadband Design Bids Opened & Tabulated

Project Manager Hogan presented to the Board bid packet information from six company submissions on the broadband design and engineering project. Evaluations and a selection will be conducted later.

### 7.3 Action: Wharf Re-Roof Contract – Olympic Roofing, LLC

Executive Director Michalopoulos provided the results of the bidding process for the Coupeville Wharf re-roof project. The lowest bid was submitted by Olympic Roofing LLC and they have been qualified to complete the project. The contract has been prepared by the Port's attorney.

Commissioner Day made a motion to approve the public works contract between the Port of Coupeville and Olympic Roofing LLC for the wharf re-roof project in the amount of \$293,000.00. Commissioner Mishasek seconded the motion. **Motion passed unanimously.**

### 7.4 Discussion: Dark Fiber Model - Petrichor Calvin Johanson

Kalvin presented information to the Board comparing two different fiber models for the Open Access broadband project. This was to better assist in the decision making on whether to go with a Dark Fiber Model or a Lit Fiber Model.

### 7.5 Discussion: AJ Eisenburg Airport

The Board discussed the outcome of the Oak Harbor City council meeting and the interlocal agreement. The Board agreed to have Commissioner Mishasek speak at the April 4<sup>th</sup> Oak Harbor City Council Meeting.

## **8. EXECUTIVE SESSION - Planned ES Time is 30 Minutes**

Executive session started at 1:56 PM and ended at 2:27 PM  
No decisions were made during the executive session.

Commissioner Callahan made a motion to rescind the motion made and approved on March 16, 2023 regarding authorizing Executive Director Chris Michalopoulos negotiating an assignment with Geri Morgan's right. Commissioner Day seconded the motion. **Motion passed unanimously.**

Commissioner Callahan made a motion to authorize the Executive Director to negotiate and sign an agreement, subject to legal counsel review and approval, receiving an assignment of Geri

Morgan's right, if she acquires it, to purchase the real property at 1140 Monroe Landing Road, Oak Harbor, Washington which agreement will include payment of \$55,000 to Geri Morgan to reimburse her for the Earnest Money deposit she will pay for the property including a defense and indemnification provision approved by legal counsel. Commissioner Mishasek seconded the motion. **Motion passed unanimously.**

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.

## 9. PUBLIC COMMENT

No public comment.

## 10. COMMISSIONER DISCUSSION


A policies and administration session needs to be added to discuss policies, procurement, and anything administrative that should be addressed.


Commissioner Callahan made a motion to move the addition of a policies and administration session to every agenda after new business. Commissioner Mishasek seconded. **Motion passed unanimously.**

## 11. ADJOURN

3:15 PM

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David Day, President  
Commissioner District 1

  
\_\_\_\_\_  
JOHN S. MISHASEK (Apr 26, 2023 11:11 PDT)  
John Mishasek, Vice President  
Commissioner District 2

  
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John K Callahan Jr (Apr 26, 2023 10:38 PDT)  
John Callahan, Secretary  
Commissioner District 3

**Next regular meeting: Wednesday, April 12<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.**

**Please Call in or Participate Via the ZOOM Link Below:**

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Posted to: Port of Coupeville Web Page -- [www.portoc.org](http://www.portoc.org)  
United States Post Office – Coupeville & Greenbank, Washington  
Whidbey News Times – [editor@whidbeynews.com](mailto:editor@whidbeynews.com)  
Town of Coupeville – [clerktreasurer@townofcoupeville.org](mailto:clerktreasurer@townofcoupeville.org)

3.30.2023/V3