

**PORT OF ORCAS**  
**Minutes of the Regular Meeting**  
**January 10<sup>th</sup>, 2019**

**Call to order and confirmation of a quorum**

The meeting was called to order by Acting Chair Guss at 4:30 P.M. in the Airport Conference Room. With the resignations of commissioners Brain Ehrmantraut and Shawn Simpson, by RCW 53.12.246, the presence of two of the three filled positions would constitute a quorum. A quorum was present with commissioners Hopkins and Guss present, and Sawyer present telephonically. Attending were a significant number of members of the public.

**Approval of Minutes**

Hopkins moved, Sawyer seconded approval of the *Minutes of the Rescheduled Regular Meeting of December 19th, 2018*, and the motion was carried 3-0.

**Approval of Vouchers**

Hopkins moved, Guss seconded, approval of the January 2019 "A" General Fund Voucher in the amount of \$3,473.31 and the December 2018 Payroll in the amount of \$8,910.30 for a total of \$12,383.61. The question was called and the motion was carried 2-0 with Sawyer abstained.

**Unfinished Business**

1. Hopkins moved, Sawyer seconded approval of WHPacific Task Order #2 and for the Airport Manager to sign on behalf of the Port. The question was called and carried unanimously.

**Public Access Time**

The Acting Chair opened Public access time for 10 minutes at 4:39 P.M. The Chair closed public access time at approximately 5:10 P.M.

**Airport Manager's Report**

The Airport Manager provided no report.

**Treasurer's Report**

The Treasurer's Report was not available due to the non-availability of data from the County.

**Unfinished Business**

2. The commission discussed the path ahead to recruiting a replacement airport manager.  
3. The Airport Manager discussed the capabilities and costs associated with adopting GOVQA software to handle the fielding of public records requests. The estimated cost for a standalone implementation for the Port of Orcas is \$7,500 per year or \$6,500 per year if undertaken underneath the County's implementation. The Airport Manager will research whether the Port of Friday Harbor utilizes this solution and whether the county would accommodate the Port of Orcas being incorporated underneath their contract.

**New Business**

1. Commissioner Hopkins moved, Guss seconded to accept the resignations of Commissioners Ehrmantraut and Simpson and appoint Clyde Duke to fill the vacancy in Position 1 created by the resignation of Commissioner Simpson. The question was called and carried unanimously.

**Next Meeting and Adjournment**

The next Regular Meeting and was scheduled for February 7<sup>th</sup>, 2019 at 4:30 PM. The meeting was adjourned at 5:48 PM.



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Steve Hopkins, Commissioner and Secretary

Prepared by



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Anthony G. Simpson, Airport Manager