

**PORT OF ORCAS
REGULAR MEETING MINUTES
AUGUST 23, 2021**

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Commissioners Present: Mia Kartiganer, Pierrette Guimond, Michael Triplett, Robert Hamilton, Bea vonTobel

Staff Present: Jeannie Sharpe, Kimberly Kimple

Members of the Public Present: Jan Schaeffer, Beverly Franklet, et al not identified

CALL TO ORDER/DETERMINATION OF QUORUM

Chair Kartiganer called the Zoom meeting to order at 5:00pm, noting presence of a quorum.

AGENDA AMENDMENTS

Commissioner Triplett asked to have a further discussion about the biplane hangar included during New Business.

MONTHLY BUSINESS

1. Approval of Previous Minutes, July 26, 2021 and August 9, 2021

After corrections were noted and made, Pierrette moved, Michael seconded approval of minutes of the July 26, 2021 and August 9, 2021 and the motion was passed unanimously.

2. Approval of Vouchers Paid by Auditing Officer

Pierrette moved, Michael seconded approval of vouchers a-c as presented, and the motion was passed unanimously.

- a. 07/23/21 Payroll \$11,048.45
- b. 07/26/21 Airport Operations \$2,750.78
- c. 07/26/21 Capital \$11,985.80

MONTHLY REPORTS

1. Manager's Report

Expanding on her report, which had been posted to the website, Jeannie reported that she was still waiting for a quote for the installation of an electric vehicle charging station; that the MOS (modification of standard) and CIS (construction) report had both been forwarded to the FAA for review; that communications relative to planned land acquisition were to be made; one additional camera showing Mt. Constitution was planned; the credit card machine was working well (testified to by Commissioner Hamilton); and that the pilot economic report showed that the airport generated approximately \$14,000 to the community and \$3,000 directly to the airport.

OLD BUSINESS

1. PAPI Design

Although no update has been received for the nighttime landing standards and placement, the project is eligible for AIP funding.

NEW BUSINESS

1. Discussion on Westside Hangar Construction

Jeannie noted that she is awaiting a call from Ben Mello, FAA, regarding changes needed to the ALP to show this possibility being included, and the highlighting of wetland areas on that parcel which need further wetland evaluation. She stated that two companies had the capabilities of performing those necessities, and the commissioners indicated that WHPacific was the choice between the two.

Also under discussion was the concept of a formal agreement or resolution that the port would seek to be the owner and developer of such future development on the westside.

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2. Executive Session

The commissioners moved to executive session at 5:25pm for 15 minutes to . . . review the performance of a public employee, in accordance with RCW 42.30.110 (1)(g). Members of the public and staff were excluded from this portion of the meeting.

The Executive Session was ended at 5:40pm, and the regular meeting reconvened.

Pierrette moved, Robert seconded adjusting the airport manager's salary to \$74,000 per annum, with a January date being the date of evaluation/adjustment. During discussion, Mia moved, Robert seconded to amend the motion to show the effective date of this adjustment be 8/26/21. The amendment passed; the amended motion passed unanimously.

Pierrette moved, Michael seconded extending Kimberly Kimple's an additional 6 months beyond its expiry of 9/30/21 at \$29.00/hr, starting with the payroll period beginning 8/26/21, and the motion passed unanimously.

3. Biplane Hangar Future

After introductory discussion, Michael moved, Mia seconded that the biplane hangar be removed/relocated prior to December 31, 2022, and the motion was unanimously carried.

Robert moved, Michael seconded that the port create a policy that the port will own and rent future hangars on port property, and the motion was unanimously carried.

PUBLIC ACCESS TIME

The Zoom software noted that no members of the public were in attendance at this juncture.

NEXT MEETING/ADJOURNMENT

The next meeting, a special meeting to continue discussion on the 5-year plan, will occur on September 12, 2021 at 12:30pm via Zoom unless otherwise announced.

The meeting was adjourned at 6:05pm.

Respectfully submitted,

Bea vonTobel, Secretary