

**PORT OF ORCAS  
REGULAR MEETING MINUTES  
NOVEMBER 22, 2021**

**Page 1 of 2**

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

**Staff Present:** Jeannie Sharpe

**Members of the Public Present:** Ranna MacNeil, Rick Fant, Leith Templin, Steven Davis, Nita Bryant, Jason Laursen, et al not verified

**CALL TO ORDER/CONFIRMATION OF QUORUM**

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

**AGENDA AMENDMENTS**

The single item under Old Business has been stricken from the agenda, as it is covered in New Business.

**PUBLIC ACCESS**

Leith Templin addressed the commissioners, noting that she was not in favor of the resolution passed at the last meeting concerning commissioner compensation (Resolution 2021 10 25A).

**MONTHLY BUSINESS**

**1. Approval of Previous Minutes**

Pierrette moved, Robert seconded approval of the draft minutes of October 25, 2021 as presented, and the motion passed.

**2. Approval of Vouchers Paid by Auditing Officer**

Pierrette moved, Robert seconded approval of vouchers a.-d. as presented, and the motion passed.

- a. 10/25/21 Payroll \$14,208.90
- b. 10/15/21 Airport Operations \$4,499.33
- c. 10/15/21 Airport Operations \$687.47
- d. 10/26/21 Airport Operations \$1,921.60

**MONTHLY REPORTS**

**1. Manager's and Facilities Report**

The airport manager expanded on her report, previously posted on the port website: the ESWD purchase and sales agreement has been pushed out 30 days to complete additional requirements and paperwork; follow up discussion regarding Hangar Condo Assoc periodic appraisal; food drive results; 3-year state audit materials are in Bellingham for evaluation. Regarding facilities, the avgas pump and the RW16 PAPI are back in service; seagulls have become more numerous during inclement weather, and alternative ways of discouragement are being sought; major flooding in hangars and at north end was reported, and an updated drainage study plan needs to be completed. To that end, a conversation with Kendra Smith of SJCPW occurred. Michael noted that the oldest hangars lack gutters and downspouts, which might contribute to localized flooding during major rain events. A email from Mike Parnell was received and taken under advisement. The manager also gave an update on CARES, ACRGP-CRRAA and ARPA funding and reimbursement.

Commissioner Guimond left the meeting at 5:30pm.

**2. Financial Report**

The financial reports have been posted to the website.

**10/22/21  
Page 2 of 2**

## OLD BUSINESS

None.

## NEW BUSINESS

**1. Resolution 2021 11 22A Policy Reimbursement Commissioner Training Prior to Office**

Bea moved, Michael seconded approval of the resolution as presented, and the motion passed.

**2. Resolution 2021 11 22B 30 Day Extension of Purchase and Sale Agreement with ESWD**

Bea moved, Robert seconded approval of the resolution to 1.31.22, and the motion passed with a nay from Triplett.

**3. Resolution 2021 11 22C Transfer Cash from 6721 to new AOFE 6723**

Bea moved, Robert seconded approval of the resolution as presented, and the motion passed.

**4. Resolution 2021 11 22D Wage Adjustment James Reid**

Robert moved, Michael seconded amending the motion to raise the adjustment from 3% to 6%, and the amendment passed 3-1, with a nay from vonTobel. The amended motion passed 3-1, with a nay from vonTobel.

**5. 10 Year Appraisal for Land Lease-Condo Association**

A discussion of this topic will continue to the next meeting, including the procurement of an acceptable appraiser and additional discussion between the parties concerned.

**6. Acknowledgement of New Commissioner, and Election Results of Continuing Commissioners**

The chair noted the election of Jason Laursen as an incoming commissioner in January 2022, and the continuing of terms for Michael Triplett and Robert Hamilton. All were congratulated for their continued service in the public sector.

## NEXT MEETING/ADJOURNMENT

The next regular meeting was schedule3d for 5:00pm on December 20, 2021 via zoom unless otherwise announced.

The meeting was adjourned at 6:20pm.

Respectfully submitted,

Bea vonTobel, Secretary