

**PORT OF ORCAS  
REGULAR MEETING MINUTES  
JANUARY 24, 2022**

**Page 1 of 2**

**Commissioners Present:** Mia Kartiganer, Michael Triplett, Jason Laursen, Bea vonTobel

**Staff Present:** Jeannie Sharpe, Kimberly Kimple

**Members of the Public Present:** Gill Blinn, Ken Nichols (DOWL), Leith Templin, Ranna MacNeil, S. Williams 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**

Two resolutions were added to Old Business items.

**OATH OF APPOINTMENT FOR JASON LAURSEN**

Kim Kimple administered the oath of appointment for Jason Laursen, who was elected to a 4-year term in position #1 at the November 2021 election.

**2022 COMMISSION OFFICERS NOMINATION AND ELECTION**

Bea nominated Robert Hamilton as chair for 2022 and was elected by acclamation.

Mia nominated Bea as secretary for 2022 and was elected by acclamation.

Mia nominated Michael as finance chair and was elected by acclamation.

Mia offered to serve as liaison for the commissioners and was elected by acclamation.

**PUBLIC ACCESS**

Leith noted that notice of the special meeting of January 17<sup>th</sup>, 2022 was not easily accessible. The airport manager stated that the notice had been posted with the Sounder and on the office door. She also added that notice of all meetings will be additionally posted at the post office. Leith added that Robert's Rules should be adopted for meetings.

Ken Nichols was present to give an update on DOWL's contract with the port.

Gil Blinn was present to be able to comment on an upcoming agenda item.

**MONTHLY BUSINESS**

**1. Approval of Previous Minutes**

Michael moved, Mia seconded approval of the December 20, 2021 minutes as presented, and the motion passed.

**2. Approval of Previous Minutes**

Michael moved, Mia seconded approval of the November 22, 2021 minutes as corrected, and the motion passed.

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

Michael moved that the approval of these vouchers be postponed until the February meeting due to lack of review by the commissioners. The motion was lost due to lack of a second.

Bea moved, Mia seconded approval of vouchers a.-g. as presented, and the motion passed.

- a. 12/21/21 Payroll \$12,367.27
- b. 12/14/21 Capital \$27,448.45
- c. 12/14/21 Airport Operations \$18,219.69
- d. 12/30/21 Capital \$17,229.45
- e. 12/30/21 Airport Operations \$9,920.48
- f. 01/11/22 Capital \$18,114.06
- g. 01/11/22 Airport Operations \$6,520.17

**Page 2 of 2**

1/24/22

## MONTHLY REPORTS

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

The airport manager's report had been posted earlier to the port website. The manager added that an additional \$1M will be received by the port in enplanement AIP funding; the audit exit zoom will occur this week; photos of commissioners are needed for the WPPA directory; the Griot gate operation still needs a solution; financial reports should be easier to read in the future.

## OLD BUSINESS

### 1. **10-Year Land Lease Appraisal---Commissioners' Recommendation**

The airport manager along with Michael and Robert, researched other port rates, talked with hangar owners, researched other sales, including port-owned land limitations and apportionment, and decided to recommend allowing the appraisal deadline expire without action. To that end, Michael moved allowing the appraisal renewal to go for another 10 years, but still using the Seattle CPI for annual rate adjustments. Mia seconded the motion and the motion passed with an abstention from Jason because of a conflict of interest.

### 2. **Resolution 2022 01 24A**

Bea moved, Mia seconded approval of Resolution 2022 01 24A, Extension of Purchase and Sale Agreement with ESWD, and the motion passed 3-1, with a nay vote from Michael.

### 3. **Resolution 2022 01 24B**

Bea moved, Jason seconded approval of Resolution 2022 01024B, Resolution for Authorized Signers for Land Sale to ESWD after correction of language, and the motion passed 3-1, with a nay vote from Michael.

## NEW BUSINESS

### 1. **\$1,005,969 Infrastructure Grant**

The airport manager reported that these grant monies can only be used to further non-revenue-generating activities at the airport. She gave examples including the RW34 PAPI, biplane hangar deconstruction, Vierthaler property purchase, westside property development, airport drainage study.

## PUBLIC ACCESS

None at this time.

## NEXT MEETING AND ADJOURNMENT

The next regular meeting was scheduled for 5:00pm on February 28, 2022 by zoom unless otherwise announced.

The meeting was adjourned at 5:53pm.

Respectfully submitted,

Bea vonTobel, Secretary