

**PORT OF ORCAS  
REGULAR MEETING MINUTES  
FEBRUARY 28, 2022**

**Page 1 of 2**

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

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

**Members of the Public Present:** Clyde Duke, Leith Templin, Eric Gourley et al not verified

**CALL TO ORDER/CONFIRMATION OF QUORUM**

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

**AGENDA AMENDMENTS**

Chair Hamilton asked to have a discussion of airport manager evaluation added to New Business

**PUBLIC ACCESS**

None at this time.

**MONTHLY BUSINESS**

1. **Approval of Previous Minutes**---January 17, 2022---Special Meeting; January 24, 2022---Regular Meeting

To speed action on already-made-public items, Chair Hamilton asked for approval if there were no edits/corrections, and these items were approved as presented.

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

Michael moved, Jason seconded approval of vouchers a.-f. as noted in the agenda, with a revision in the amount of item d., and the motion passed.

- a. 01/25/22 Payroll \$13,517.56
- b. 01/27/22 Airport Operations \$596.18
- c. 01/27/22 Airport Operations \$1,369.66
- d. 02/01/22 Capital \$39,841.30
- e. 02/01/11 Airport Operations \$57,435.10
- f. 02/15/22 Airport Operations \$3,352.60

**MONTHLY REPORTS**

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

These reports had been previously posted to the port website, and highlights included updates to the ESWU proposed land swap, which needs completion of drainage survey; 2<sup>nd</sup> opinion needed on Vierthaler land purchase; electric auto charging station completion; annual enplanement 2021 final numbers; ramp improvement costs for 2021.

2. **Financial Report**

These reports have been reviewed by the commissioners and posted to the website. No comments were forthcoming.

**OLD BUSINESS**

1. **Land Swap with Eastsound Water Users Association**

This item was reviewed under monthly reports. Under discussion, Robert inquired about a possible port outright purchase. Clyde Duke stressed that EWUA needs an assessment of their needs. Michael inquired with Steve Smith about the possible speed of completion, and that EWUA needs space for equipment storage and employee housing. Clyde added that the port needs to gear up for future work, and that housing remains an island need.

**Page 2 of 2  
2/28/22**

## **2. EV Charging Station Install Update**

This item was reviewed under monthly reports. Discussion included how assessment and collection of fees for charging might be accomplished, as a charge of \$4.50 for the 4-hour posted limit has been established. Bea moved, Michael seconded mounting a donation box for a suggested donation, and the motion passed.

## **3. Correction-BIL Grant**

The amount was corrected to \$1,005,969, as noted in monthly reports.

### **NEW BUSINESS**

#### **1. Reworking Dates on CIP letter from FAA**

Jeannie commented that the CIP Letter received from the FAA was not in line to her expectations with timeline of projects that were discussed with FAA in original meeting. Jeannie is working with FAA to see if project dates can be moved to expected timeline.

#### **2. Evaluation Process for Airport Manager**

Robert volunteered to draft a process for evaluation and have it available prior to the next meeting for discussion.

### **PUBLIC ACCESS**

Leith Templin noted that EPRC meets on the first Thursday of the month, starting at 3:00pm, generally concluding before 6pm.

### **NEXT MEETING AND ADJOURNMENT**

The next regular meeting was scheduled for 5:00pm on March 28<sup>th</sup>, 2022 by zoom unless otherwise announced.

The meeting was adjourned at 5:44pm.

Respectfully submitted,

Bea vonTobel, Secretary