

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

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Commissioners Present: Robert Hamilton, Mia Kartiganer (arrived 5:25pm), Michael Triplett, Jason Laursen, Bea vonTobel

Staff Present: Jeannie Sharp, Kimberly Kimple

Members of the Public Present: Holly Stafford, (CSD), Allison Beard (CSD), Renee Dowlin (APG), Leith Templin, Sadie Bailey, Steve Smith (EWUA), Jim Nelson, Cathy Vierthaler, Buck ?, Beverly Franklett, Bob Phalan et al not verified.

CALL TO ORDER/CONFIRMATION OF QUORUM

Chair Hamilton called the Zoom meeting to order at 5:01pm noting presence of a quorum.

AGENDA AMENDMENTS

Chair Hamilton asked to add discussion of a second monthly meeting under New Business.

PUBLIC ACCESS

Steve Smith, President of EWUA board, was in attendance to give a summary of EWUA work and needs, stressing that the nonprofit association was seeking ways to provide housing for its employees, using 120 acres of owned parcels on the island to construct same. A proposal to sell 1.25ac on the north shore was presented on this date for consideration by the port.

The commissioners took the accompanying documents under advisement for discussion at a later meeting.

Sadie Bailey inquired about the status of the proposed desalination plant originally planned on this parcel.

EXECUTIVE SESSION

Chair Hamilton asked to hold an executive session at 5:15pm for 30 minutes under RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. The public was excluded for 30 minutes.

The meeting was reopened to the public at 5:45pm.

MONTHLY BUSINESS

1. Approval of Previous Minutes

Missed deadline for posting/reception of minutes precluded evaluation/adoption.

2. Approval of Vouchers Paid by the Auditing Officer

Bea moved, Michael seconded approval of vouchers a.-e. as noted in the agenda, and the motion passed.

- a. 02/22/22 Payroll \$12,314.37
- b. 03/01/22 Airport Operations \$6,039.08
- c. 03/01/22 Capital \$19,259.71
- d. 03/15/22 Airport Operations \$5,265.81
- e. 03/15/22 Capital \$32,690.60

MONTHLY REPORTS

1. Manager and Facility Reports

These reports were posted to the port website earlier. Additions included information on the Kenmore Caravan excursion across Mt. Baker Rd, reception a quote re the Griot gate from Gateway, and FAA approval of master plan expenditures and reception of final documents.

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OLD BUSINESS

1. Annual Manager's Assessment Process Discussion

Robert had distributed a proposed review document to commissioners which was accepted. As liaison, Mia asked for the commissioners to complete the review document, which will be discussed at the next regular meeting in an executive session.

NEW BUSINESS

1. AIP Grant Signature Land Acquisition/Biplane Hangar Removal

Mia moved, Michael seconded the port continue with the FAA Grant Application for land acquisition of the Vierthaler property and biplane hangar removal, to be signed by Jeannie Sharpe when written and awarded. Further stipulation includes the notation that the FAA will pay no more than the appraised value and the grant will be written for that amount; that time is of the essence as grant applications are due, but no negotiations re the land acquisition have taken place. The motion passed.

2. AIP Grant Signature Westside Planning/Airport Property Drainage Analysis

Robert moved, Michael seconded the port continue with FAA Grant Application for westside planning and airport drainage analysis, and requesting Jeannie Sharpe be authorized to sign the application and grant when written and awarded. The motion passed.

3. In-Person Meeting Discussion

In discussion, consensus was reached that the next regular meeting would be held in the port conference room, open to the public and available via zoom.

4. Permanent Administrative Assistant Position Discussion

After discussion, Michael moved, Mia seconded making permanent the current administration position, specified to be no more than 20 hours per month, and the motion passed.

5. Discussion of Second Monthly Regular Meeting

After discussion, which included financial repercussions, public optics and availability of commissioner attendance, Mia offered to investigate whether a called special meeting might not meet the needs of the port.

PUBLIC ACCESS TIME

Sadie Bailey commented on being able to see faces during in-person meetings, a positive comment re the adm. asst. position, some dismay at the salary increases for commissioners, the need for purposeful growth at the port, and congratulations on the master plan. Leith Templin suggested that the port conduct a strategic plan process, to include committee-led community members.

NEXT REGULAR MEETING/ADJOURNMENT

The next regular meeting was scheduled for April 25, 2022, at the port conference room and via Zoom.

The meeting was adjourned at 6:41 pm.

Respectfully submitted,

Bea vonTobel,
Secretary