

**PORT OF ORCAS
REGULAR MEETING MINUTES
OCTOBER 25, 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: Rick Christmas, John Shute (WHP), Renee Dowlin (ADG), Laura Tripi, John Pierre van Dongen, Rick Fant, Jason Laursen, et a. 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 revised agenda posted contained the following changes: New Business item #1 will be taken up as Old Business item #2; New Business item #2 will be taken up as Old Business item #3; New Business item #6 was added for action after having been undertaken as required in a previous meeting.

PUBLIC ACCESS

None at this time.

MONTHLY BUSINESS

1. Approval of Previous Minutes

After correcting a typographical error, Pierrette moved, Michael seconded the approval of the corrected minutes of September 27, 2021, and the motion passed.

2. Approval of Vouchers Paid by Auditing Officer

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

- a. 09/23/21 Payroll \$10,908.45
- b. 10/12/21 Capital \$10,265.65
- c. 10/12/21 Airport Operations \$6,757.12

MONTHLY REPORTS

1. Manager's and Facilities Report

Expanding on the report posted on the website, the airport manager noted an upcoming vacation; cost to the port for an environmental review on the SE property; availability of Angel Flights for those needing transportation to mainland appointments; sale of fuel at cost to Mercy Flight pilots; accumulation of 235# of food to date for food bank; mini-internship for Salmonberry School 7th grader; deconstruction/removal information of Vierthaler property, unused dog park shelter, biplane hangar; updated economic survey of airport impact on local economy; acquisition of bond counsel and bridge loan paperwork; wetland mitigation costs to port for next 6 years. CARES, ACRGP-CRRAA and ARPA financial summaries were also posted.

Bea moved, Michael seconded providing fuel at port cost to Orcas Mercy Flights, and the motion passed.

Paperwork pertaining to liabilities/duties and responsibilities were to be obtained in the internship and work on port property as concerned with the Vierthaler, dog park shelter and biplane hangar.

2. Financial Report

Updated financial reports have been posted to the website.

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OLD BUSINESS

1. PAPI PROJECT

John Shute, WHPacific, was present to give attendees an update of the possibilities for the RW34 PAPI installation. After noting numerous obstacles on a standard 3° approach, it was determined and agreed that a 4° approach, a 35' TCH (threshold crossing height) and a touchdown at 629' past the threshold would give the most feasible approach. Because of both terrain and obstacles, there would be no nighttime instrument approaches on RW34. A final drawing and attendant paperwork would be available by the next meeting, with construction to start after the holidays.

Michael inquired whether the proposed installation might require redoing considering some of the design parameters noted in the current master plan, considering that the port has asked for an MOS (modification of standard).

John was thanked for his explanation and FAA help to date with this project.

2. Resolution 2021 10 25D Accepting the 2021 Master Plan

Bea moved, Pierrette seconded approval of Resolution 2021 10 25D as presented, and the motion passed.

As a postscript to the vote, Michael noted that the master plan had been brought to the commission from members of a previous commission at a cost of \$600K, but although the plan carries in it concessions, the commission carries the control of its implementation. Robert agreed with this assessment.

3. Review and Discussion of 2022 Budget

The airport manager, having posted all relevant budget spreadsheets to the website, inquired whether there were any questions from those present, including a couple additions made in the final figures. No comments were tendered.

NEW BUSINESS

1. Resolution 2021 10 25A-Commissioner Compensation

Bea moved, Michael seconded approval of Resolution 2021 10 25A as presented, and the motion passed. This resolution aligns the port with state revenue laws to comply with requirements for commissioner compensation for ports receiving over \$1M in revenue.

2. Resolution 2021 10 25B-Adopting the 2022 Budget

Having previously held the public hearing for the 2022 budget as required, further discussion involved just the clarification of the typography of the 2021 capital levy appropriation, which was corrected so as to clearly align the numbers in correct columns.

Bea moved, Robert seconded approval of Resolution 2021 10 25B, Adopting the 2022 Budget, and the motion passed with an abstention by Pierrette.

3. Resolution 2021 10 25C

Pertaining to RCW84.55.120, this resolution contains language outlining the increase of 1% as allowed in increase of levy funding for the fiscal year.

Mia moved, Bea seconded approval of Resolution 2021 10 25C as presented, and the motion passed.

4. Certification of 2022 Tax Levy

Pierrette moved, Michael seconded certification of the tax levy, to be forwarded to the SJC Auditor, and the motion passed.

5. Resolution 2021 10 25E

Robert moved, Bea seconded Resolution 2021 10 25E, an intent to Proceed with Banner Bank Bridge Loan, and the motion passed.

6. Bylaw Revision

Having found an undetected error in the day of the week for port meetings and subsequently corrected by consensus, Bea moved, Michael seconded the revised bylaws,

indicating that the regular meeting day is corrected to the fourth Monday of each month, and the motion passed.

PUBLIC ACCESS TIME

Rick Fant inquired whether other aspects of the accepted master plan were on hold until 2025; whether the MOS inquiry would put on hold any RW movement for the same time period, including TW (taxiway) changes; that the website needs revision in several areas; that the new PAPI (in process since 2003) needs careful baffling to the west for approaching pilots and from glare to approaching motorists on Lovers Lane; that as an owner of Airport Center, he had found the two recent real estate transactions in Aeroview 'fascinating'.

NEXT MEETING/ADJOURNMENT

The next regular meeting was scheduled for 5:00pm on November 22, 2021 via zoom unless otherwise announced.

The meeting adjourned at 6:45pm.

Respectfully submitted,

Bea vonTobel, Secretary