

**PORT OF ORCAS  
REGULAR MEETING MINUTES  
SEPTEMBER 26, 2022**

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

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

**Guests Present:** Jason Elrod, Tyler Otten, Rick Fant, et al not verified

**CALL TO ORDER/CONFIRMATION OF QUORUM**

Chair Hamilton called the in-person and zoom meeting to order at 5:00pm, noting presence of a quorum.

**AGENDA AMENDMENTS**

Additional information on Old Business items 1 and 2 were provided; item 3 on New Business will be undertaken at the 10/10/22 special meeting; new item 3 on weed abatement was added.

**PUBLIC ACCESS**

Jason Elrod and Tyler Otten thanked the port for the resolution of annual reserved twin tiedown spaces.

**MONTHLY BUSINESS**

**1. Approval of Previous Minutes**

After noting corrections, Michael moved, Mia seconded approval of corrected minutes of the August 22, 2022 regular meeting, and the motion passed 5-0.

After noting corrections needed, Robert moved, Jason seconded approval of the corrected minutes of the September 7, 2022 special meeting, and the motion passed 5-0.

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

Michael moved, Jason seconded approval of vouchers a.-e. as noted in the agenda, and the motion passed 5-0.

- a. 08/25/22 Payroll \$13,396.36
- b. 08/30/22 Airport Operations \$3,812.12
- c. 08/22/22 Capital \$13,470.46
- d. 09/13/22 Airport Operations \$9,364.84
- e. 09/13/22 Capital \$14,079.00

**MONTHLY REPORTS**

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

The airport manager added to her web-posted report that CARES, ARPA and ACRGP funds have been expended and claims have been forwarded for approval. She also reported that the port will be receiving \$1 million/year for the next 5 years for FAA-approved uses, suggesting that \$1M be used in the first year, saving the other \$4M for long-term projects. The PAPI project is ongoing, with construction starting on the cement pad later this fall. The airport manager will be meeting with Robert and Mia on Wednesday with the appointed engineering firm to discuss works to be determined.

**2. Financial Reports**

Reports from the county have not yet been received.

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## OLD BUSINESS

### 1. Port Tariff Discussion – Continued

#### a. Twin, Jet, Turbine Tariffs

Robert moved, Michael seconded revising twin, turbine and jet tariffs to \$40/night, \$130/four weeks, \$1200/annum, and the motion passed. Michael added that there had been a lot of input from aircraft owners during the process.

#### b. Vehicle Transport of Airport

Robert moved that the existing tariff not be charged if transits are fewer than two per month. The motion failed for lack of a second.

Bea moved, Mia seconded rescinding Resolution 1213 20 13C, and the vote was two yeas, 2 nays and 1 abstention. Motion fails.

The airport manager will confer with ESWA for possible resolution.

#### c. Transit of Airport Through the Fence

Based on a revision of fees established in Resolution 08102017D, Robert moved, Jason seconded establishing the fee for equipment, house-moving, etc. at \$600/hour or portion thereof, and the motion passed.

### 2. Resolution 2022 09 26A

Robert moved, Michael seconded adoption of Resolution 2022 09 26A, and the motion failed. Status quo will continue.

### 3. Discussion – Volunteer Pilot Program

The airport manager, Robert and Michael had met with a group of interested pilots concerning this program. A handbook has been compiled, listing emergency procedures, a volunteer agreement and background check requirements. This program will start while the airport manager is still in the employ of the port, and continue after her presence with James Reid becoming the Monday and Tuesday supervisor.

### 4. Discussion – Job Search for Airport Manager

Four applications have been received to date, with a final date of October 9, 2022 pending.

## NEW BUSINESS

### 1. Budget for 2023

The airport manager had previously sent budget worksheets for the three accounts through which pass both receipts and expenditures (6721: general funds; 6723: airport operations; 6727:capital) and noted items likely to change for the 2023 calendar year. Input was received from commissioners. The time schedule for advertisement, public input at a meeting in which the budget hearing is held and commissioner vote was presented and will be posted to public media for input. Budget adoption needs to be completed before the end of November 2022.

### 2. Resolution 2022 09 26B

Bea moved, Michael seconded adoption of Resolution 2022 09 26B as presented: Authorizing Payment of Claims Prior to Board Approval of Vouchers and Appointing Auditing Officers, and the motion to adopt passed unanimously.

### 3. Weed Abatement

The presence of noxious weeds on port property was brought to the attention of commissioners, and the consensus was to invite both the public and available commissioners to 'attack' this problem with gloves and available tools on Friday, September 30 at 2:00pm.

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Rick Fant announced that he had been voted to be the Orcas airport ASN (airport support network) representative by the AOPA, and offered to help research the background for the through-the-fence assessment and its updating.

Ed, from Precision Approach noted their pleasure in working with the port as the 5-year engineering firm choice.

**NEXT MEETING/ADJOURNMENT**

A special meeting is scheduled for October 10, 2022 to deal with the airport manager position; the next regular meeting is scheduled for October 24, 2022; a special meeting is scheduled for October 26, 2022 for a public meeting containing an executive session. All meetings are scheduled for 5:00pm.

The meeting was adjourned at 6:55pm.

Respectfully submitted,

Bea vonTobel, Secretary