

**PORT OF ORCAS  
REGULAR MEETING MINUTES  
DECEMBER 18, 2023**

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

**Commissioners Absent:** Michael Triplett

**Staff Present:** Kim Kimple

**Guests Present:** Ed Addicks, Teri Nigretto, Tom Bridge, Eric Gourley, Annalies Schuh, Sadie Bailey

**CALL TO ORDER/PRESENCE OF QUORUM**

Chair Hamilton called the meeting to order, noting a quorum.

**AGENDA AMENDMENTS**

It was agreed that NB item #4 would become Hangar Flooding, NB item #6 would become #5, and NB item #4 would become #6. Addition of agenda item Recording of Public Meetings to take place following Agenda Amendments.

**RECORDING OF PUBLIC MEETINGS**

Kim requested discussion of recording the public meetings in the future, citing while it's not legally required, the Open Public Meeting Act (OPMA) recommends it as best practice.

**PUBLIC ACCESS**

Sadie Bailey congratulated the ability to watch recorded meetings if not present for zoom broadcasts.

Robert moved, Jason seconded that recorded meetings be available online for six months and kept for 5 years, and the motion passed with Bea voting nay. All future meetings will be recorded and posted in accordance with the OPMA.

**MONTHLY BUSINESS**

**1. Previous Minutes Action**

Jason moved, Mia seconded approval of minutes November 20, 2023, and the motion passed.

Mia moved, Jason seconded approval of minutes of October 23, 2023, and the motion passed.

**2. Approval of Vouchers**

Jason moved, Mia seconded approval of vouchers a.-d. as submitted, and the motion passed.

- a. 11/20/2023 payroll \$16,015.55
- b. 11/21/2023 b-aofe \$41,264.82
- c. 12/05/2023 a-aofe \$844.56
- d. 12/05/2023 b-aofe \$2,113.77

**MONTHLY REPORTS**

**1. Manager's Report**

The posted report was detailed on several points, including asking Ed Addicks to query Karen Miles, FAA, re recompense for action on the cement slab left upon removal of the biplane hangar; the old PAPI remains in service pending FAA check flight and certification; sources

for information on fuel system action; noise abatement brochure progress and draft; fuel remaining at 3-month passage of delivery.

## **2. Financial Reports**

The report, posted earlier online, were accepted with minimal comment.

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## **OLD BUSINESS**

### **1. Noise Abatement Update**

Commissioners were supplied with draft brochures for perusal, with the concept that additional input could change its appearance, and it was agreed to look further at this draft and postpone further discussion and possible adoption until the January 2024 meeting.

### **2. Capital Improvement Program Plan (CIP) 2025-2029---Fuel Options**

Continuing discussion of the fuel system noted that the major decision of whether to continue to use the present facility, purchase a used system or buy a new system comes from the port's coffers. Robert moved, Bea seconded having Mascott Equipment expend \$1,000.00 to find a qualified evaluator of the current system to help the port decide which option to pursue, and the motion was amended to have Kim find such an evaluator and expend not more than \$1,500.00 to fulfill the intent of the motion. The motion passed unanimously.

### **3. 2024 Lease: San Juan Airlines**

Robert moved, Mia seconded accepting the new lease as presented, and after discussion in which the benefits and language of the lease were questioned, the motion passed 3-1, with Jason voting nay.

## **NEW BUSINESS**

### **1. Community Water Taxi**

Tom Bridge, Crane Island, was present via zoom to present a summary of action taken to supplement the erratic service of the current interisland ferry routes and invited the port to take a leading role in what would become a public-private partnership in creating a passenger-only interisland service. After outlining possible funding sources and the fact that a questionnaire will be offered to passengers to look for information, Mia and Jason were appointed to serve on a committee to work on this concept.

### **2. Discuss: Establishing Westside Development Stakeholder Committee**

Ed Addicks was present to present the concept of establishing a guidance committee from the user base to gather information re a 5-10-year plan for westside development. As head, Ed would manage expectations and develop concepts, including commercial, pilot, neighbor, local user, business owner input. Robert and Jason were appointed to serve on this guidance committee.

### **3. Bylaw Amendment Discussion: Port Commissioner Duties**

Mia asked for information to be added to the port bylaws stressing the importance to those who run for election to the commission to know that, because of the unique powers granted to port districts, specific training is required and expected to be completed by those seeking office. To that end and noting that bylaw changes need to be presented for discussion prior

to adoption, Mia will present verbiage to accompany this concept at the January 2024 meeting.

**4. Hangar Drainage Concerns**

Jason brought this concern to the commissioners as a result of hangar flooding after heavy rains during the preceding month. He noted that drains installed during construction of hangars adjacent to the Enderlein property were not operational or could not deal with the amount of water that inundated the system. Responsibility for the system needed to be defined and action taken.

**5. Recognition of Service: Commissioner vonTobel**

Robert read Resolution 2023 12 18 and presented Commissioner vonTobel with a card and inserts for her work at and with the Port of Orcas. Bea responded with heartfelt thanks.

**6. Manager's Annual Review: Executive Session**

Robert called for an executive session at 6:39pm to perform the annual review of the airport manager, under RCW 42.30.110 (1)(g), for a period of 30 minutes. Members of the public were excluded from the executive session, and zoom capabilities were disconnected. The executive session ended at 7:00pm, and the public meeting was reopened.

**PUBLIC ACCESS**

Kim read comments submitted by Sadie Bailey, including a thank-you to Bea, a desire to have a nonpilot on the westside development committee, thanks for information on the drainage program and comments about commissioner training.

**NEXT MEETING AND ADJOURNMENT**

The next regular meeting is scheduled for 5:00pm, January 22, 2024.  
The meeting adjourned at 7:00pm.

Respectfully submitted,

Bea vonTobel, Secretary