

PORT OF ORCAS  
REGULAR MEETING MINUTES  
JUNE 24,2024

Commissioners Present; Robert Hamilton, Jason Laursen, Mia Kartiganer, Annalies Schuh, Michael Triplett

Staff Present; Chip Long, Kim Kimple

CALL TO ORDER : Chair Robert called the meeting to order at 5:00 noting a quorum.

Agenda Amendment: Robert wanted item 9 on Old Business to move up to 7 and thus 7 to 8 and 8 to 9.

PUBLIC ACCESS;

Dwight Gus as the person in charge of the upcoming fly-in requested waiver of tarmac fees for the weekend and he also asked that fuel be sold at a discount during the fly-in. Dwight thought Chip Long is the perfect person to be our next Port Manager.

Chip Long said we have sold only half the expected fuel so far this year and he requested help from the Commission regarding pricing of fuel and overall management of the fuel reserves. Robert committed to help in this regard.

MONTHLY BUSINESS; (08:51)

1. Michael moved to approve the minutes of May 20,2024 Robert seconded. 5 yeas
2. VOUCHERS;
  - A. 04/23/2024 PAYROLL \$6,956.14
  - B. 05/21/2024 d-aofe \$55, 621.33
  - C. 05/21/2024 e-aofe \$581.55
  - D. 05/21/2024 f-cfe \$2,725.00
  - E. 05/22/2024 g-aofe \$181.57
  - F. 05/23/2024 payroll \$21,791.22
  - G. 06/04/2024 a-aofe \$2,688.82
  - H. 06/18/2024 b-aofe \$2,519.72
  - I. 06/18/2024 c-cfe \$3,314.50

After a brief description of vouchers a,b,c,e,f,g,h,i, Michael moved for their approval. Robert seconded the motion. There was no discussion. 5 Yeas

Michael then reviewed voucher D and he felt that \$1620.00 of this voucher ( Ardurra Engineering) has been paid twice. Robert felt that if that bill had been paid twice, we shouldn't approve voucher D. There was no motion or second but there was concensus to table voucher D. Kim reviewed during the discussion and said that the Port's recent check of \$1620.00 to Ardurra Engineering is being returned. Robert then questioned the balance of voucher D which was \$1105.00 paid to WH Pacific for PAPI services—he feels the Port

has already paid for the new PAPI and that any further work on the PAPI is a result of their screw-ups and not the Port's financial responsibility.

Robert then asked staff why Financial Reports and Managers Reports were not posted online as stated in today's agenda. Kim stated the financials were included in the board packet and she missed including the Manager's Report in that packet.

#### MONTHLY REPORTS; (17:45)

Managers Report; Chip reported he had 11 items in his report:

1. PAPI project
2. AWOS inspections for the future.
3. Westside Hangar Project; County personnel turnover continues to delay
4. EV Charging Project
5. Eastside Hangar Drainage—financial responsibility for this being determined by our Legal Dept by 7-15-2024
6. ESWD---rough draft of agreement sent to Commission. Commission consensus was agreement not enforceable—Legal Dept thinks they can resolve this.
7. Noise Abatement Signage
8. Data Sharing Agreement (Emergency Management Division-State Military) wants new signed agreement
9. Rick Larson to visit airport: Annalies and Mia were asked by Chip to attend.

Note; The reader will need to review the recorded minutes as I was unable to discern all 11 items....

#### OLD BUSINESS: (33:24)

1. Hiring of Port Executive Director: Robert MOVED to hire Chip Long to be our Executive Director. Seconded by ?????????? Discussion by Michael who stated that the salary offered in the motion is \$21,750.00 greater than the previous Executive Director. Motion passed 4- Yeas and Michael No.
2. Annual Contact with Neighbors; Annalies has emailed the letter to Commissioners for their review with expected feedback next regular meeting.
3. Hangar drainage skipped as Chip had left the room
4. Through The Fence User Fee discussion tabled until we can schedule a meeting with the neighbors. Tabled by Concensus
- 5-8. Skipped as Chip still out of the room

9. Dept of Revenue Fuel Tax.: Kim has filed all the back reports and is hopeful in the end that the late penalties and interest will be less than anticipated.

5. ESWD initial draft of agreement was not accepted by Commissioners and Legal Dept working on it.

3. Waiting to hear back from Legal Dept on the Hangar Drainage Repair Costs.

6. Commissioner Duty Resolution has been completed

5. ESWD; Commission passed new Resolution to rescind a previous Resolution from 2018. In essence, the present Commission did not agree with the 2018 Commission's decision to charge ESWD for their usage of Port roads. During discussion, Michael suggested Legal review and Mia said we don't need legal advice for this. 4 years and Michael No.

7. Increase frequency of meetings to handle big decisions involving BIL funds and CIP plan:

It was agreed to add special meetings as needed. Robert wants 3 extra meetings in the next 4 months. Consensus was met for 3PM Monday July 15.

NEW BUSINESS; ( 01:00:29)

1. Robert gifted 2 books to each of the Commissioners to help them in their personal growth as Port Commissioners.
2. Termination of Contract T-O Ardurra Engineering: Robert began with history of the contract and the Port's need to terminate the contract. Michael interrupted the process by reminding the Commission that on May 20,2024 at our regular meeting ( according to the Minutes approved earlier at this meeting), the contract with Ardurra has already been terminated.
3. Staging Contract/MOU: Chip brought up the issue and while he did not have the contract at hand, he stated he wanted this approved in the next couple of days. Consensus seemed to be " Lets see the contract first before we approve it"
4. DSA/Data Sharing Agreement: WA state auditors office wants up to update agreement by July. Chip wanted the Commission to agree. Chip did not have the paperwork---the Commission did not understand this agreement and once again wanted to see the paperwork.

PUBLIC ACCESS(01:14:51)

Dwight Gus stated his hangar is flooding more often and wants the Port to do something about it.

Claire Palmer stated she was happy that the Port tabled the TTF issue and thinks a meeting with our neighbors will "go a long way" for a happy conclusion for this issue.

Meeting adjourned at 6:19

Respectfully Submitted

Michael Triplett, Secretary0

PORT OF ORCAS  
SPECIAL MEETING MINUTES

JULY 15,2024

Commissioners Present; Robert Hamilton, Mia Kartiganer, Annalies Schuh, Jason Laursen, Michael Triplett

CALL TO ORDER; Chair Robert called the meeting to order at 3:00PM

The stated purpose and agenda of the meeting was to do a work study session—covering the topics of the San Juan County Auditors services, our Airport mission statement and how to spend upcoming AIP/BIL monies. NO ACTION WILL BE TAKEN

FAA AIP/BIL Briefing: Attending by ZOOM were Karen Miles and Agnes Fisher from the FAA. They made a presentation on monies available, permitted uses and our deadlines to specify a project before the money is lost. AIP ( airport improvement plan) and BIL (bipartisan infrastructure law) programs were addressed with the admonition that AIP money can be deferred without loss but the BIL money must be specified by Sept 1 2024 to ensure that money is not lost. The BIL money amounts to just over \$1M while the AIP money is about \$600K. Questions ensued as to specific uses of the money and exact deadlines to follow. Even with the presentation made, there was considerable confusion with some of the Commissioners due to the complexity of the subject. In the end, our friends from the FAA were thanked for their help and the merits/ feasibility of several projects for these monies were discussed. The BIL money can be spent on revenue producing projects which seemed to be the priority of the Commission. Building hangars to rent for income seemed the favorite option but lack of land that can be immediately developed is holding that option back. ( The Master Plan shows a new terminal to be built in the SE corner (not additional hangars) so the land in the SE cannot be used for hangars without a new Master Plan which takes time and \$600K AND the County is slow on approving any development on the airport land in the NW corner). With the Sept 1,2024 deadline approaching for the BIL money, projects that we need to do anyway such as runway resurfacing and drainage infrastructure may be the likely identified projects.

SJC AUDITORS SERVICES:

The Commission was informed by the County that at end of year 2024, the County would no longer be providing most of the accounting services they are currently providing to the Port. The County promises to help us as we transition away from their help. We can either hire additional staff ourselves or hiring an outside accounting firm to fill the void. Chip and Kim will be looking at options and presenting their thoughts at future meetings.

Meeting Adjourned at 4:59 PM

Respectfully Submitted,

Michael Triplett Secretary

PORT OF ORCAS  
REGULAR MEETING MINUTES  
JULY 22,2024

Commissioners Present; Robert Hamilton, Annalies Schuh, Michael Triplett, Jason Laursen ( Mia Kartiganer by ZOOM)

Staff Present: Chip Long, Kim Kimple

Guests Present: Members of the Public

Call to Order; Chair Robert called the meeting to order at 5:00PM noting a quorum.

AGENDA AMENDMENTS: Michael wanted the voucher that was tabled from the last regular meeting to be added to today's vouchers. He also wondered why 2 unresolved items of new business ( Staging Contract/MOU and DSA—Data Sharing Agreement) from the last regular meeting were not on today's agenda. Consensus achieved to add these items to today's agenda.

Public Access; There were no comments at that time.

MINUTES; (time stamp 4:10)

April 22, 2024 Minutes ; Moved to accept by Michael-- seconded by Jason 4 Yeas and Abstain by Robert since he was not at that meeting.

June 2+3, 2024 Minutes: Moved and seconded. 5 Yeas

June 10,2024 Minutes: Michael moved to accept, Jason seconded, 5 Yeas

June 24,2024 Minutes reached the Commission hands right before the meeting. Michael suggested tabling these minutes and consensus achieved

July 15, 2024 Minutes not available so these were tabled also.

VOUCHERS; ( time stamp 9:45)

- A. 06/24/2024 Payroll \$14,454.17
- B. 07/02/2024 a-aofe \$31,196.93
- C. 07/16/2024 b-aofe \$25,047.53
- D. 05/21/2024 f-cfe \$2725.00

Jason challenged voucher A-stating he felt Commissioners were shorted payment for one meeting, Kim answered that the Commissioner pay for the regular meeting held on 06/24/2024 was not included in voucher A and would appear in the August payroll voucher. Michael described the various items in the vouchers. While Michael saw no issues with voucher A, he noted that the

payment of over \$22K to Prothman was included in both Voucher B+C and he suggested altering the amount in Voucher C to \$2914.41 to reflect this double payment. Michael then described Voucher D as being challenged at the last regular meeting as having a double payment to Ardurra Engineering of \$1620.00 and since investigation proved that to be correct, he suggested that the amount of Voucher D be changed to \$1105.00

Michael moved we accept Vouchers A,B,C with A+B at the above stated amounts and Voucher C at the amended amount of \$2914.41 Jason seconded, 5 Yeas

Robert moved we accept Voucher D at the amended amount of \$1105.00 Jason seconded. 5 Yeas

MONTHLY REPORTS; ( time stamp 22:20)

Chip made his Manager's report

FINANCIAL REPORTS: ( time stamp 33:03)

Kim wants to move money from the general fund to general operations fund as the operations fund is getting low. Also there is considerable money getting no interest in the general fund that could be put into an interest bearing account that the County also uses. There were no decisions by the Commission.

Michael questioned the posting of the Manager's and Financial Reports. While the Commissioners are receiving these Monthly reports electronically, the Port's website has not been updated for these reports for the Months of May, June , July, 2024. Kim promised to update the Port website so the public can access this information.

OLD BUSINESS: ( time stamp 38:00)

Annual Contact with Neighbors: Annalies wanted to know if a revision to the letter she proposes is needed. Robert thought the letter was fine and could be sent out. Michael thought the letter might be changed after the Aug 12 planning meeting. Mia was hoping we could finalize the letter at that Aug 12 meeting but Robert thought it best since the 8-12-2024 meeting is for planning only, we should wait on any actions by vote or consensus till the regular meeting on 8-26-24 which seemed well received.

Hangar Drainage Concerns: Chip had addressed this at his Manager Reports that our lawyers had looked at the existing contracts to see which party is responsible for drainage issues and that Chip was in the process of going through the legal report. Also Chip reported that he had met this morning with Gil Blinn ( hangar association) to talk about drainage problems.

Through The Fence (TTF) ; This issue has been tabled until a meeting with the TTF neighbors has occurred.

ESWD USE OF ROAD AND PROPERTY ; ( time stamp 44:20)

Chip said there was nothing new. Michael interjected that the Commissioners had received an interlocal agreement draft by email ( July 9,2024) that had been reviewed by our legal department. Robert thought maybe the Commission hadn't had time to look at that document . Michael felt that he had enough time to outline his own thoughts on the interlocal draft. Michael outlined several problems he felt were not practical or enforceable in the interlocal draft. Michael expressed concern that this issue has not been resolved and now the Port is spending taxpayer funds to engage lawyers to draw up legal agreements that are logistically problematic and not enforceable. " It's just a complete mess" was Michael's assessment. Robert mirrored Michael's concerns about this interlocal agreement draft. Michael asked who was going to pay our attorney fees that are the result of ESWD wanting to use Port roads and taxiways. Mia said she had nothing to say. Robert opined that while sometimes it doesn't seem fair, the Port at times must do their due diligence and get legal counsel. Robert questioned Michael about a solution to this that wouldn't involve expense to the Port. Michael reminded the Commission that back in February ( Michael's recollection) he made the motion to have Chip refer ESWD's trespassing to the San Juan Sheriff's Dept. ( author notes that motion was defeated 4-1). Michael asserted that ESWD should have no motivation to come to an agreement with the Port because the Port is allowing them to do whatever they want. Jason wondered what the County does in these types of situations. Jason further felt that ESWD keeps using our taxiways and doesn't " give a crap". Jason is for enforcement action. Jason continued that ESWD is damaging Port property with their usage and are not repairing that damage. Jason questioned why the taxpayer needs to fix the damage done by ESWD. Robert doesn't like Michael's "Sheriff solution" and thinks the Commission feels the same way. At the same time Robert doesn't like the idea of the Port spending endless money coming up with a contract that might not be enforceable. The discussion continued with general frustration by the Commission that this issue remains on the agenda—wondering what other Ports do in this situation—asking Chip to find out from other airport Managers how they control "unruly contractors". Robert summed up the interlocal draft by saying he didn't like it. No action was taken.

Projects and Planning: ( time stamp 01:02:03)

Capital Improvement Program and Bipartisan Infrastructure Law;

Robert summed up the situation saying that while we have a lot of money available, the Port lacks some of the options to spend this money because of the County delays to greenlight the NW corner for hangar development. In the end we need to soon specify how we will be spending about \$1.6M in BIL and CIP funds or risk losing some or all of that money. The upcoming Port planning meeting on 8/12/24 will be to help finalize our thoughts on spending the \$1.6M as well as to continue planning on the best use of remaining BIL money of about \$4.0M . Some of the options available were outlined by the various Commissioners.

EV Charging Grant; Chip gave a brief update and there ensued a brief discussion.

Westside Development Update: County is delaying any movement

DOR Fuel Sales Tax. ( time stamp 01:09:00) Kim gave us an update telling the Commission that some penalties and interest fees are outstanding but exact amounts are unknown----Kim feels we are nearing the end to this agenda item.

Meeting Schedule: Robert thought we got a lot done at our last special planning meeting. He asked the Commission if they wanted to continue working on Mission Statement and Planning with special meetings. The individual Commissioners were polled and they were positive about a September Special Meeting. After looking at their schedules, the Commission consensus was to have a Special meeting on September 16,2024 at 2PM.

Staging Contract MOU and Data Sharing Agreement: ( time stamp 01:14:50)

While at the previous meeting on June 24,2024, Chip suggested some urgency to these items, he was content today to table these items. Robert summed up these contracts with some clarification from Kim. There remains some confusion as to the contracts and their relevance. Copies of these contracts have not been read by the Commission so items were tabled.

NEW BUSINESS;

SJC Auditors Office changes; Kim gave us a synopsis of the County's declaration that they are ending most of their accounting services to the Port by the end of 2024 and what services they will continue after 2024. Also presented were options for the Port since they will need to seek someone to do the discontinued services. Robert suggested overlapping the discontinued services with our own for several months prior to the County's end of their services. A transition team was proposed to present a solution to the Commission. Consensus of the Commission was for Chip to have an accounting firm present a solution to the Commission at either the Aug 12 or Aug 26 meeting.

PUBLIC ACCESS ( time stamp 01:29:15)

Eric Gourley likes the new noise abatement signs in place at the runway runup areas. He also expressed continued concern about Commissioners attending meetings by ZOOM. He feels" in person" attendance by the Commissioners should be a greater priority.

Claire Palmer suggested that a MOU is typically not enforceable and is not generally a good instrument to use with the ESWD issue.

Bob Waunch doesn't like the OWL system. When he ZOOMs into the meeting, he misses a lot of the conversation.

Meeting adjourned at 6:39PM

Respectfully Submitted,

Michael Triplett, Secretary



PORT OF ORCAS  
SPECIAL MEETING MINUTES

August 12,2024

Commissioners Present: Mia Kartiganer, Annalies Schuh, Jason Laursen, Robert Hamilton, Michael Triplett

Staff Present; Chip Long

Call TO ORDER; At 2:00pm Robert called the meeting to order

Public Access; As listed in the meeting agenda, this was a work/study session and public input was deferred to our regular meeting to be held on August 26,2024. Also as listed on the agenda, there were no decisions made at this meeting.

Synopsis: Robert gave the floor to our consultants Mason and Ed who outlined a possible use of approximately \$1.6M which will be lost if the Port does not identify a qualified project by September 2024.

Pavement Surface Maintenance Project:

1. The current condition of our airport surfaces ( Runway, taxiways, apron) qualifies for maintenance.
2. This project ( if accepted) would occur sometime in 2025 and require runway closure for only 4 days of the expected 4 week project.
3. Cost estimates range from \$1.23M to \$1.6M
4. A graphic of the project scope was presented and Michael suggested including the west taxiway to the new Port property to the north ( the former Vierthaler house/hangar).

Also considered were two smaller projects to make sure the entire \$1.6M were utilized rather than lost:

Drainage System Updates;

1. The July, 2023 Drainage Study was mentioned as a worthy consideration ( project 30-220002). The Existing System Update mentioned in that study predicted a cost of about \$326K to help with drainage around the runway and taxiways.

Snowplow Acquisition: It was explained to the Commission that the Federal Funds under consideration could not be spent on a passenger type truck. The truck identified was expected to cost \$250K to \$400K depending on the features. In addition, FAA requires such equipment to be under cover from the elements when not in service which would require the Port to build or rent a building large enough to house a truck of this size. Maintenance and the insurance costs annually for such a vehicle were considered and someone opined that certainly our current annual costs for an independent company to plow as conditions require is far less than the costs associated with owning our own snowplow.

The meeting was adjourned at 3:59PM with no decisions made.

Respectfully submitted,

Michael Triplett, Secretary

DRAFT

PORT OF ORCAS

REGULAR MEETING MINUTES

August 26,2024

Commissioners Present: Robert Hamilton, Michael Triplett, Mia Kartiganer, Jason Laursen,  
(Annalies Schuh by ZOOM)

Staff Present: Chip Long, Kim Kimple

Call to Order: Robert called the meeting to order at 5:00pm

Robert asked for amendments to the agenda: Kim asked about adding some vouchers dated 8-20-2024 for approval and add approval of the minutes from the 8-12-2024 meeting. Apparently all the agenda vouchers and supporting data were provided to the Commissioners this morning about 9:00am and the Minutes for approval on the agenda were provided by staff to the Commission about 2:00pm today. Robert felt it best not to add further vouchers and minutes to an agenda that the Commission had not had time to adequately review.

Public Comment: ( 05:45) None

MONTHLY BUSINESS

Previous Minutes; Michael moved to table all the Minutes, Mia seconded. 5 ayes

Approval of Vouchers; Michael mentioned that the Vouchers were not provided to the Commission until just that morning and he did not have time to study them. Michael moved to table the vouchers listed on the agenda. Mia seconded. ( during the discussion of this motion, Michael moved to hold an Executive Session during one of the scheduled September meetings to evaluate performance of a public employee. His motion was found to be out of order by Robert as Michael's previous motion had not been voted upon). 5 ayes to table the vouchers

MONTHLY REPORTS; ( 08:40)

Chip went over several items :

AWOS

Fuel

Fly-In

PAPI

ESWD

Eastside Hangar Drainage

Earthquake sensor renewal

WSDOT inspection

WSCAA

FINANCE MANAGER DISCUSSION---Kim has committed to go to ½ time status (20 hours per week) in her role with the Port's finances. Chip indicated that discussions are ongoing with Kim and nothing is finalized. Kim interjected that maybe Michael's desire to have an Executive Session to evaluate a public employee may have bearing on this issue.

FINANCIAL REPORTS; (19:45)

Kim indicated these are posted online in the packet to the Commissioners sent out that morning.

OLD BUSINESS; (20:30)

Annual Contact with Neighbors; Annalies while on ZOOM decided it easier to give Chip the floor. Chip has been making personal contact with some of our neighbors. Michael asked about the letter that was tasked to Annalies early in the year. Annalies and Chip both felt that personal contact was a better medium and letter contact could be sent later to neighbors who were not able to be personally contacted.

Hangar Drainage Concerns: (26:04)

Chip will be meeting with the Eastside Hangar Owners. He wonders if there is any urgency to this item.

Michael moved to coordinate with the County to place sandbags in problem areas on the east side of North Beach Rd to prevent water from flowing over the road—this is to be done at Port expense if the County will not help. Mia seconded. Discussion followed with Michael stating that Jason identified this issue months ago and IF correction (by sandbags) of water flowing across North Beach Rd will put an end to the hangar flooding, we will know that efforts made on Port property to correct the drainage are not needed. 5 Years

Through the Fence: (33:33)

Michael asked Chip if there was a breakdown of TTF expenses for the past month. Robert questioned why the Port would need to do this. Michael reminded the Commission that several of our TTF neighbors requested a breakdown of our actual expenses to justify the proposed \$5/month increase in user fee effective January 1, 2025. Spirited discussion ensued with Michael suggesting the relative ease in tracking the Port's costs to justify the 2025 increase and Robert saying legally we do not need to prove our actual costs based on the 2014 ruling that settled the legality of having a TTF user fee. Staff interjected their hesitancy to take the additional time to track this expense. Michael stated "You will be making a mistake if you don't do this". Several TTF users have asked for an expense breakdown. Robert seemed concerned about the Port setting precedent by providing a breakdown of the Port's TTF expenses when we are not legally required to do so. Michael stated that the Port had already incurred thousands of dollars in fees from our legal counsel recently due to a letter from one of the TTF users.

Michael moved we schedule a meeting with our TTF neighbors before October and provide them with a month-to-month breakdown for 2024 and year to date 2024 summary of the Port's expenses to provide the TTF benefit—also to include the 2024 TTF user fee revenues. Annalies seconded. More spirited discussion ensued. Annalies wishes to talk to our neighbors and out of courtesy show them our current costs that justify our increase in TTF. Chip said a CPI increase since the fee

inception would be greater than \$340.00 per year. Chip wants more legal counsel on this issue. Jason thinks it is ridiculous that any TTF users question a \$5/month increase after 11 years. Robert feels there are five different understandings ( five Commissioners) of the legal issues. Mia wants to be a good neighbor to the TTF users but worries about setting a precedent if we provide actual cost breakdown due to the TTF usage. Mia and Robert seem to feel a CPI formula should dictate TTF user fee increases. Chip reminded that one TTF user brought us a letter challenging the legality of the fee increase soon after the proposal to increase the fee in 2025 which triggered the Port to consult their legal—bringing additional expense to the taxpayer. Michael said his vision is to have a resolution made on the TTF user fee—increasing it for 2025 and tying future TTF user fee increases annually to the CPI. Michael is convinced that the current TTF user fee is less than our costs and it is not fair to the taxpayer to pay any part of costs due to TTF usage. Robert called the question and the motion was defeated. Michael and Annalies Aye. Robert, Mia and Jason Nay

( 52:00)

Robert moved that we bring our lawyers in to talk to us about TTF, the Port's rights and obligations. There was no second. Motion died. Mia instituted a discussion anyway which the Chair allowed. Kim suggested the Chair could convene an executive session on this subject against the wishes of his Commission. Kim stressed in her opinion it would take great time and effort to do the accounting to show the TTF neighbors actual expenses. Michael asserted that with very little effort and time, he could show the that basic expenses are much greater than receipts but since the Commission voted against providing the information, he will not do this.

Mia moved for Chip to talk to our TTF neighbors individually about the CPI increase. Robert seconded. Chip said he felt uncomfortable with this idea. Robert likes the idea of having 30 minutes to sit and listen to the TTF users. Motion Defeated 5 Nays

Robert intends to add a 30 minute agenda item to September's regular meeting to give the TTF users a chance to tell us their concerns. Robert looking for consensus— Jason doesn't want that in September as he wants to be at that meeting and will not be able to attend. Michael opposed adding this agenda item as several TTF neighbors already told us they want a breakdown of expenses which the commission voted to withhold so there is no purpose to rehash this. Robert said he had consensus. Michael asked for individual vote on this. Result was 2 ayes Robert and Mia and 2 Nays Michael and Jason with Annalies no longer on ZOOM. Robert claimed as Chair in a tie vote, his way wins.

ESWD use of property and roads ( 01:12:00)

Chip has not presented the interlocal agreement drawn up by our legal department. He says there have been no complaints lately by pilots and has seen ESWD sweeping the taxiway. He asks the Commission for permission to present the interlocal agreement to ESWD. Robert reviewed the interlocal document and says that while initially he had some questions, he sees merit with the document. Michael says he is against this interlocal document and his comments are recorded in the previous regular meeting and Michael ( in the interest in time) felt they need not be repeated. Robert moved we present the interlocal agreement to ESWD . Jason seconded. 3 ayes with Michael abstaining and Annalies no longer on ZOOM.

Projects and Planning; (01:17:10)

Robert moved to proceed with the plan, during 2025, to use the expiring BIL funds of \$1,005,969.00 and the expiring AIP funds of \$693,652.00 for runway, taxiway, and apron pavement rehabilitation, and for drainage rehabilitation and improvements. This plan is shown in the CIP Data Sheets for FY25-FY30, and in a funding summary form being submitted to the FAA by Manager Long. Michael seconded the motion. 5 Ayes to pass the motion.

Michael clarified that this settles the issue only for the expiring funds in 2025 and does not decide on 2026-2030 projects.

Robert reminded the Commission that on September 16 we will be having a Special Meeting to discuss the Airport Goals, Mission, and Strategy.

Michael wanted be sure that the westside taxiway from runway 34 numbers to our acquired Vierthaler property were included in the project. Mason says that will be likely included in the bidding process and also thought the contractor would itemize the specific cost of the westside taxiway rehabilitation.

EV Charger; (01:29:50)

The Exchange is looking forward to being part of this project. No additional comments;

Westside Development; no progress with the county

DOR fuel sales tax: Kim said she hasn't heard back from DOR on some of the past year filings—we are now current and filing monthly reports and payments.

DSA and Staging MOU; ( 01:32:00)

Chip says he has signed the DSA. He reports he has also signed the staging MOU stating that he has the authority to sign these documents. ( It is noted by the author that Chip asked for the Commission to urgently approve these agreements at our June 24, 2024 meeting but was asked to clarify the issues before Commission approval. The July meeting lacked these items on OLD BUSINESS and Michael had them added to that agenda—at that July meeting the Commission still had questions and did not approve the agreements) Robert agrees this was a purely administrative item. Michael mentioned that had these items been voted on by the Commission, he would have voted NO on signing the Staging MOU as that document allowed the military to take over our airport on THEIR definition of an emergency. Michael further asserted that while the majority of Orcas probably would have wanted the Commission to approve that agreement, there exists enough people who fear over-reach of the government and Michael wanted his vote to represent them.

Board of Commissioners meeting schedule: ( 01:37:30)

Sept 16, 2024 2:00PM mission statement special meeting

Sept 23, 2024 5:00PM regular meeting

NEW BUSINESS;

Budget for 2025:

Chip and Kim will provide the Commission with a 2025 budget based on the 2024 budget. The budget will still need to be filed by Nov 15. We will get the first budget hearing at our September 23 meeting with the second during a October meeting.

Michael then moved to have an Executive Session according to RCW 42.30.110(e) “to review the performance of a public employee”, on either the Sept 16 or Sept 23 meetings. Chip started discussion prior to a second wondering which employee we were to discuss. He was answered by the statement that the Commission oversees the Manager while the Manager oversees all the other employees. Mia wondered why the Commission needs to have this session. Michael clarified that while in is inappropriate to state the reasons in public session, Mia had only to observe that the Commission had to table approval of ALL Minutes and Vouchers previously in this meeting due to staff failure to get this information to the Commission in a timely manner. Mia thought we could discuss this outside of Executive Session. Robert mentioned a 90 day review is due for Chip soon and proposed handing out a review form to Commissioners at the Sept. 23 meeting and have the Executive Session for Chip at the Oct 28 meeting. Michael reminded the Commission that there still wasn't a second to his motion and discussion not appropriate. There was no second and the motion failed.

Motion made by Michael to have the Executive Session RCW 42.30.110(e) on October 28,2024 for Chip's 90 day performance review. Discussion ensued again without a second. Chip reminded us he is away at a meeting at the Oct 28 meeting. Robert pitched Oct 7 as a Special meeting to do an Executive Session. Oct 21 was offered as a time for the Executive Session. Mia suggested we do a longer meeting on Oct 28 and have the Executive Session then. Robert did a straw vote and most were available on the 21<sup>st</sup>. Special meeting was scheduled on the 21<sup>st</sup> at 2:00 where we will have the Executive Session by consensus.

Robert adjourned the meeting at 6:52PM

Respectfully submitted

Michael Triplett, Secretary