

**PORT OF ORCAS
REGULAR MEETING MINUTES
JANUARY 25, 2021**

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Commissioners Present: Mia Kartiganer, Pierrette Guimond, Michael Triplett, Robert Hamilton, Bea vonTobel

Commissioners Absent: None

Staff Present: Jeannie Sharpe, Kimberly Kimple

Guests Present: None

Members of the Public Present: Ranna McNeil, mjvoegtlin, Diane Craig, Rick Christmas, Robert Waunch, Beverly Franklett, Cathy Vierthaler, Jane ?, John vonDongen, Kate J, Jim Sharpe, Sadie Bailey, et al not verified.

CALL TO ORDER/VERIFICATION OF QUORUM

Chair Kartiganer called the zoom meeting to order at 5:00pm and verified presence of a quorum.

AGENDA AMENDMENTS

Pierrette asked whether the master plan/ALP could be verified at this meeting since its action was not present on the agenda, and it was ascertained that the port had not yet received the updated documents from DOWL, and that this item would be placed on the agenda for the February 2021 meeting if those documents arrived in time to be reviewed.

PUBLIC ACCESS

None at this time.

MONTHLY BUSINESS

1. Approval of Previous Minutes

Pierrette moved, Robert seconded approval of the edited minutes of December 28, 2020 and the draft minutes of January 18, 2021 as presented, and the motion passed.

2. Approval of Vouchers Paid by Auditing Officer

Pierrette moved, Robert seconded approval of the following vouchers as presented: 12/28/20 capital funds \$20,276.26; 12/28/20 general funds \$4012.44; 12/31/20 general funds \$20,391.72; 1/20/21 general funds (excise tax) \$458.56; 1/20/21 general funds (leasehold tax) \$1870.85, and the motion passed 4-1, with a nay vote from Michael.

Questions about expenditures on the wetland mitigation work by WHPacific by Michael and Robert were answered by the airport manager, and copies of documents requested will be scanned and sent to them. Michael asked about the costs for and legality of the budget hearing and commissioner training, and figures were given by the airport manager.

MONTHLY REPORTS

1. Manager's Report

2. Facilities Report

3. Financial Report

Each of these reports had been submitted to commissioners and are appended to these minutes as attachments. Oral summaries of these reports were shared during the meeting by the airport manager. The revenue and expenditure final reports will be updated when the annual 13th month amounts are printed.

Michael asked about the costs for and legality of the budget hearing and commissioner training, and costs were shared by the airport manager. Pierrette inquired about an offer to replace the terminal roof, and the airport manager added information on the roof. The airport manager reported that 102% of budgeted General Revenue had been received, and that the port had expended 76% of the budgeted amount. The Port has Received 59% of the budgeted Capital Revenue and the Port has expended 56%. A year-in-review report would be forthcoming.

Michael asked about the submission process for the CARES monies, and was informed that those requests are quarterly in nature and no submissions have been made since the CARES program began.

OLD BUSINESS

1. Pearson Saw Shop land usage of 6400SF overage

A summary of the issue to be discussed noted that this item had been discussed at the regular December commission meeting, which was unable to be attended by Steve Pearson. Chair Kartiganer stated that, as a result of a communication error, Mr. Pearson had sent a check to the port in response to an invoice, and that the check would be returned to him, along with the reminder of an impending vacation of usurped port property no later than January 31, 2021. Michael wondered whether this discussion should occur during executive session, since it could involve possible real estate action(s).

Mr. Pearson inquired whether the port was not interested in leasing port property. The airport manager reminded Mr. Pearson that the commissioners had the final say about property use. Mr. Pearson asked whether the port would notify him of any complaints the port had received about his property usage.

Pierrette noted that throughout the process of his overage usage and desire to use more port property he was not in attendance at any port meetings to discuss the issue(s), and that she and the other commissioners supported the action taken at the 12/28/20 meeting.

Further discussion concerning this item may occur at the next regular meeting.

2. ESWD Appraisal & Sale Agreement

No final document(s) had been received from the port attorney as of this date.

NEW BUSINESS

1. Election of Chairman & Secretary

Bea nominated Mia for the 2021 term; Michael nominated Pierrette. Nominations were closed by acclamation. The votes were: Mia-3; Pierrette-2. Mia will serve a second year as chair.

Bea was nominated by Mia. Nominations were closed by acclamation. Bea will serve a second year as secretary.

Michael and Robert thanked Mia and Bea for their service during 2020.

PUBLIC ACCESS

None at this time.

ANNOUNCEMENTS/NEXT REGULAR MEETING

The next regular meeting is scheduled for 5:00pm on February 22, 2021. Michael noted that he would be unavailable for this meeting.

ADJOURNMENT

The meeting was adjourned at 6:12pm.

Respectfully submitted,

Bea vonTobel, Secretary

Attachments:

Manager's Report 2020

Facilities Report 2020

Manager's Report January 2021

Facilities Report January 2021

Port Project list for Winter

Expenditure Status Report through 12/31/20

Revenue Detail Report through 12/31/20