

Port of Shelton
Regular Commission Meeting Minutes
March 7, 2017

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of the Shelton Commission at 2:00PM on March 7, 2017.

The following persons were present: Commissioner Buck, Commissioner Patterson, Wendy Smith, Executive Director; , Jan T. Fancher, CPA and Port Auditor; Kim Keeler, Office Assistant; Norm Eveleth, Bob Williams, Dedrick Allen, Mason Web TV.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENT

None

IV. ADOPT AGENDA

Agenda was adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from February 21, 2017 were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that Checks #28053-28080 in the amount of \$250,384.60 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) Enduris Coverage Update – Marc Antonietti – Conference Call

Marc phoned in to inform Commission of the coverage he's found for the following:

- 1) North dock damage 100% reimbursable coverage for immediate repairs.
- 2) Truck with contaminated gas: Estimate to repair \$20,000. It's not totaled but they will pay to replace the vehicle. We will surplus and Enduris will take ownership of the truck and the port can take any usable parts off the truck before disposal.
- 3) Roofs at Johns Prairie: Majority of the damage occurred prior to the Port taking ownership of the buildings. He was able to secure 50% of the cost to repair.
- 4) South dock replacement: A consultant will provide an estimate. Some damage is normal wear and tear and some resulted from storm damage. He estimated two weeks to provide a total dollar figure and coverage.

The Port belongs to a Risk Pool and these claims may result in a premium adjustment of 10% at the most.

B) Strategic Planning Retreat – Discussion

Executive Director Smith said the planning session was positive and informative. Three goals were identified to investigate further:

- 1) Replace South dock
- 2) Obtain conceptual drawing of Aviation Park on former fairgrounds property.
- 3) Construct a building for tenant expansion

Commissioner Taylor suggested having a conceptual drawing of an Aviation Park would provide a vision to work toward.

Commissioner Patterson suggested starting the ground work to surplus the fairground buildings. She also recommended providing Lynn Longan with port promotional materials for her trip to China.

Director Smith suggested a consultant to study our strategic plan to see what steps to take first.

VIII. STAFF COMMENTS

Director Smith provided an update on the city annexation from Ryan Wheaton, a 60 day review by Dept of Commerce began in January, we should hear back soon. April 1 is the annual clean-up day at the Marina. We coordinate with the fire department for boathouse inspections. This year we will celebrate all of the hard work on boathouse restorations.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS

Commissioner Buck and Commissioner Taylor commented on the positive retreat planning session. Commissioner Patterson had positive comments regarding the coverage that Enduris will provide.

XI. ADJOURNMENT

With no additional business **Commissioner Taylor** adjourned the meeting of the **Port of Shelton Commission at 2:26PM.**

Minutes submitted by: Kim Keeler, Office Assistant.

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

