

Port of Shelton
Regular Commission Meeting Minutes
April 4, 2017

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of the Shelton Commission at 2:00PM on April 4, 2017.

The following persons were present: Commissioner Buck, Commissioner Patterson, Wendy Smith, Executive Director; Jan T. Fancher, CPA and Port Auditor; Charles Houser, General Legal Counsel; Jerry Eckenrode, iFiber, Christina Cox, Lynn Longan, Director, Mason EDC, Dedrick Allen, Mason Web TV.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENT

Jerry Eckenrode – Thanked Commissioner Patterson for inviting her to volunteer serving Meals on Wheels. Jerry is still interested in learning more about the Foreign Trade Zone.

IV. ADOPT AGENDA

Agenda was adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from March 21, 2017 were adopted as presented.
Special Meeting Minutes from February 27, 2017 were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that Checks #28115-28139 in the amount of \$22,795.17 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) 2017 Economic Development Council (EDC) Contract - Action

The EDC contract runs January to January for a base amount of \$30,000 plus \$5,000 for special projects. Director Lynn Longan explained it's the same amount as last year's contract and they may potentially request additional funding for recruitment later in the year. To provide a vision going forward, they are working on site plans for the port's 101 road frontage and the former fairgrounds property. She is attending a trade show in Las Vegas in May and will be presenting the site plans to various interested entities. Commissioner Patterson made a motion to approve the 2017 EDC Contract as presented. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor
Commissioner Buck – In Favor
Commissioner Patterson – In Favor

Motion Carries.

B) Resolution 17-02 – CERB Repayment Resolution - Action

Executive Director Smith explained the CERB grant and loan to Fraser Metalworks requires a resolution recognizing the obligation. CPA Fancher and our CERB representative have reviewed and approve of Resolution 17-02. Director Smith read the resolution to the

Commission. The first payment will be in 2019. Commissioner Patterson made a motion to approve and sign Resolution 17-02. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor
Commissioner Buck – In Favor
Commissioner Patterson – In Favor

Motion Carries.

C) Resolution 17-03 – Surplus Vehicle – Action

Director Smith reviewed the facts surrounding the Ford F350 and said Enduris advised us to surplus the vehicle. She read Resolution 17-03 to the Commission. Commissioner Buck made a motion to approve and sign Resolution 17-03. Commissioner Patterson seconded the motion.

The Vote:

Commissioner Taylor – In Favor
Commissioner Buck – In Favor
Commissioner Patterson – In Favor

Motion Carries.

D) Letter to SHARC – Action

Director Smith reviewed the request from Julie Nichols, Shelton Health and Recreation Center (SHARC) to receive a letter of support of a YMCA in south Mason County. Director Smith and Commissioner Taylor drafted a letter for the Commission's signatures.

VIII. STAFF COMMENTS

Director Smith said it appears the state has added CERB funding back into the budget in 2017 and may actually receive additional funding. The marina inspections went well last Saturday morning. Mike Patti, fire chief was impressed with all of the improvements and according to our records, 64% of all boathouses are in full compliance. Staff attending: Brandon Palmer, Deb Soper and Kim Keeler.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS


None


Commissioner Taylor recessed the meeting at 2:30 PM to go into executive session – for RCW 42.30.110 i – Potential Litigation for 30 minutes.

XI. ADJOURNMENT

With no additional business **Commissioner Taylor** adjourned the meeting of the **Port of Shelton Commission at 3:00PM.**

Minutes submitted by: Kim Keeler, Office Assistant

Minutes approved by: Commission Chairman Taylor 

Minutes approved by: Commissioner Buck 

Minutes approved by: Commissioner Patterson 