

Port of Shelton
Regular Commission Meeting Minutes
May 2, 2017

I. CALL TO ORDER

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

The following persons were present: Commissioner Buck, Commissioner Patterson, Wendy Smith, Executive Director; Jan T. Fancher, CPA and Port Auditor; Charles "Skip" Houser, Port's General Legal Counsel; Jerry Eckenrode, iFiber, Norm Eveleth, Bob Williams, Nathanael Hartman, Lynn Longan, Mason EDC; and 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 April 18, 2017 were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that Checks #28187-28210 in the amount of \$108,511.78 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) Lease Renewal – Action

Director Smith said this is an addendum to renew the lease for current tenant Alpha Test for another three year term. Commissioner Patterson moved to approve land and building lease Addendum 3 for the term May 1, 2017 – April 30, 2020. Commissioner Buck seconded the motion.

The Vote.

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

VIII. STAFF COMMENTS

Director Smith announced that out of 69 member Ports in the Washington Public Port Association (WPPA) the Port of Shelton has been selected to receive the Community Outreach Award based on the Port of Call Radio Program. The actual award will be presented to the Commission at the Spring Conference for WPPA on May 19, 2017.

Engineering Manager Brandon Palmer said we are close to going out for bid on the large roofing project at Johns Prairie. This should go out this week and will be advertised in the Daily Journal of Commerce.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS

Commissioner Buck said she is excited for the upcoming WPPA conference.

Commissioner Patterson said she is also looking forward to the conference.

Commissioner Taylor said he met with City Commissioner Tracey Moore. The City is interested in annexing the Port and would like a City to Port Commission meeting in the near future. Commissioner Taylor asked Director Smith to coordinate with Ryan Wheaton to get a meeting scheduled. Commissioner Buck said she would like a staff report prior to the meeting. Attorney Houser said this issue has come up before and he will look at his files also.

Commissioner Taylor recessed the regular meeting to go into Executive Session pursuant to RCW 42.30.110 both i, potential litigation and c, real estate. The meeting is expected to last about an hour with no decisions expected after the executive session.

Meeting recessed at 2:16PM. At 3:16PM Director Smith announced they would need another forty five minutes in executive session.

XI. ADJOURNMENT

With no additional business **Commissioner Taylor** adjourned the meeting of the **Port of Shelton Commission at 4:10PM.**

Minutes submitted by: Wendy Smith , Executive Director

Minutes approved by: Commission Chairman Taylor 

Minutes approved by: Commissioner Buck 

Minutes approved by: Commissioner Patterson 