

**Port of Shelton**  
**Regular Commission Meeting Minutes**  
October 3, 2017

**I. CALL TO ORDER**

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00PM on October 03, 2017.

The following persons were present: Commissioner Buck; Commissioner Patterson; Wendy Smith, Executive Director; Jan T. Fancher, CPA and Port Auditor; Charles Houser, General Counsel; Neil Stolberg; Debbie Stolberg; Dedrick Allen, Mason WebTV.

**II. PLEDGE OF ALLEGIANCE**

Commissioner Taylor led the Pledge of Allegiance.

**III. PUBLIC COMMENT**

None

**IV. ADOPT AGENDA**

Agenda was adopted as presented.

Commissioner Taylor recessed the regular commission meeting and opened the Public Hearing on the budget at 2:03 PM.

**V. PUBLIC HEARING** for the 2018 Operating, Maintenance and Capital Budget Pursuant to RCW 53.35.020 and RCW 53.35.030.

Director Smith commented that we received and filled one person's request for the preliminary budget documentation during the 2 week period.

Commissioner Taylor closed the Public Hearing @ 2:09 PM and went back into the regular meeting.

**VI. APPROVE MEETING MINUTES**

Meeting Minutes from September 19, 2017 were adopted as presented.

**VII. CHECK CONTROL REPORT**

Commissioner Patterson reported that Checks #28530-#28566 in the amount of \$82,077.87 have been approved and accepted as presented. This amount includes \$15,000 retainage payment for the Johns Prairie roof repair.

**VIII. ACTION/DISCUSSION ITEMS**

**A) Resolution 17-06 – Adoption of the Operating/Maintenance and Capital Budget for 2018 - Action**

Director Smith read Resolution 17-06 (See Attached). Commissioner Patterson disclosed for the record that she is a current tenant and boathouse owner, creating a remote interest at the Oakland Bay Marina, not a conflict of interest. Commissioner Patterson moved to approve Resolution 17-06 Adopting the Operating/Maintenance and Capital Budget for 2018. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor  
Commissioner Buck – In Favor

Commissioner Patterson – In Favor  
Motion Carries.

**B) Resolution 17-07– Adoption of the Property Tax Levy for 2018**

Director Smith read Resolution 17-07 (See Attached). Commissioner Buck moved to adopt Resolution 17-07 adopting the Property Tax Levy for 2018. Commissioner Patterson seconded the motion.

The Vote:

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

Motion Carries.

**IX. STAFF COMMENTS**

Director Smith has heard from the state auditor's office regarding scheduling our audit. It could begin as early as October 11, 2017. CPA Fancher explained that she will be out of the country October 13-29, 2017 and asked the commissioners to respectfully request the audit be delayed until she returns. Attorney Houser suggested staff and Commission Chair Taylor draft a letter explaining our situation and request the audit to commence upon CPA Fancher's return.

**PUBLIC COMMENTS**

None

**X. COMMISSIONER COMMENTS**

Commissioner Buck and Commissioner Taylor plan to attend a lunch meeting with WA Secretary of State, Kim Wyman scheduled for October 25, 2017 at the Magnolia Room at Smokin Mo's. Commissioner Taylor and Director Smith plan to attend a joint meeting with representatives from Mason County and City of Shelton on October 18, 2017 at 9:00AM at the county commission office.

All Commissioners are planning to attend a Realtor Housing Issues briefing on October 19, 2017 at 11:00AM at PUD-3.

**XI. ADJOURNMENT**

With no additional business **Commissioner Taylor** adjourned the meeting of the **Port of Shelton Commission at 2:30PM.**

Minutes submitted by: Kim Keeler, office assistant

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

