

**Port of Shelton**  
**Regular Commission Meeting Minutes**  
October 17, 2017

**I. CALL TO ORDER**

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00PM on October 17, 2017.

The following persons were present: Commissioner Buck; Commissioner Patterson; Wendy Smith, Executive Director; Bob Williams; Norm Eveleth; Jim Amador; 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.

**V. APPROVE MEETING MINUTES**

Meeting Minutes from October 3, 2017 were adopted as presented.

**VI. CHECK CONTROL REPORT**

Commissioner Patterson reported that Checks #28567-#28609 in the amount of \$389,952.22 have been approved and accepted as presented. This amount includes \$217,827.47 for the CERB (Community Economic Revitalization Board) paving project at Lynch Creek Farm. Also \$107,640 for the final payment on the roof for the Lynch Creek building.

**VII. ACTION/DISCUSSION ITEMS**

**A) Lease Approval - Action**

Director Smith presented a lease for Fungi Perfecti at 191 William White Way, a 5,000 square foot building. It's a two year term to coincide with the terms of the existing Fungi building leases. The surety requirement is cash in the amount equal to two months payments and leasehold tax. Commissioner Patterson moved to approve the building lease for Fungi Perfecti at 191 William White Way for a term of two years and cash surety which is less than the RCW 53.08.085 recommended one-year lease rate. 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 we are out for bid on the septic system at 30 E Export Rd, the second CERB loan/grant funded property improvement project at Johns Prairie. The pre-bid showing is October 20, 2017 and bids are due October 30, 2017. Director Smith described a recent incident at the marina where a tenant reported a prowler in the middle of the night. We reported the incident to Shelton Police Dept and sent an email message to all marina tenants.

Director Smith introduced the new aerial photos hanging in the commission chambers. Photos of Oakland Bay Marina, Johns Prairie and Sanderson Field were taken from 12,000 feet in late summer.

**PUBLIC COMMENTS**

**Bob Williams:** Is working for Aero Controls and John Titus and they are looking for more space to dismantle aircraft.

**IX. COMMISSIONER COMMENTS**

Commissioner Buck is looking forward to the Washington Small Ports conference in Leavenworth October 25-27, 2017. All three commissioners 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 20, 2017 at 11:00AM at PUD-3.

**X. ADJOURNMENT**

With no additional business **Commissioner Taylor** adjourned the meeting of the **Port of Shelton Commission at 2:20PM.**

Minutes submitted by: Kim Keeler, office assistant

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

