

**Port of Shelton**  
**Regular Commission Meeting Minutes**  
November 07, 2017

**I. CALL TO ORDER**

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00PM on November 07, 2017.

The following persons were present: Commissioner Buck; Commissioner Patterson; Wendy Smith, Executive Director; Jan T. Fancher, CPA and Port Auditor; Ned Wilson, Port Maintenance Supervisor; Steve Goins, Hall Equities Group ; Jay Hupp; Steve Bloomfield; Karin Leaf, Mason Economic Development Council; Jeff Chew, iFiberOne News; Dedrick Allen, Mason WebTV.

**II. PLEDGE OF ALLEGIANCE**

Commissioner Taylor led the Pledge of Allegiance.

**III. PUBLIC COMMENT**

Steve Bloomfield: Spoke on behalf of Mason County Historical Society in regards to the miniature school house that remains on the site of the former fairgrounds. Historical Society members plan to inspect the school house and possibly move to a suitable location.

**IV. ADOPT AGENDA**

Agenda was adopted as presented. Director Smith noted that Agenda Item A) Marina-South Dock Electrical could potentially include action by the Commission following the discussion, if deemed necessary.

**V. APPROVE MEETING MINUTES**

Meeting Minutes from October 17, 2017 were adopted as presented.

**VI. CHECK CONTROL REPORT**

Commissioner Patterson reported that Checks #28610-#28649 in the amount of \$179,068.49 have been approved and accepted as presented. She reported that we've been investing in the Local Government Investment Pool (LGIP) for a year now, earning interest in excess of \$17,000.00.

**VII. ACTION/DISCUSSION ITEMS**

**A) Marina – South Dock Electrical – Discussion and Possible Action**

Ned Wilson, Maintenance Supervisor explained the potentially dangerous situation with the failing electrical system on the South Dock. The main power shut off boxes have rusted out and Conduit has broken and is falling in the saltwater, creating a hazard and the need for emergency repair. Director Smith presented and read into the minutes Emergency Resolution #17-08. Commissioner Patterson moved to adopt Emergency Resolution #17-08 for emergency electrical repair on the South Dock. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

**B) Hall Equities Project Update – Discussion/Presentation – Steve Goins**

Director Smith introduced Steve Goins, Vice President of Forward Planning, Hall Equities Group. Steve presented a positive update regarding the Shelton Hills project, indicating the recent opening of the Tractor Supply Store has other retail stores considering our area.

**VIII. STAFF COMMENTS**

Director Smith commented on the Inactive Runway user group meeting that was successfully held. Representatives from nine different groups attended and we were able to set the 2018 calendar as well as work through some communication issues. Work continues on the North dock replacement. Crews were able to build and replace the North dock which has been 100% funded by Enduris. Photos have been posted to the Port's facebook page.

Director Smith gave an update on the Non Directional Beacon (NDB) on Johns Prairie, noting the system was deemed outdated by the FAA. The FAA received eight user comments in support of keeping the NDB operational as long as possible. The FAA decided to go forward with decommissioning our NDB and will defer to the Port to decide the timing. Meanwhile, FAA in WA DC has issued a report announcing NDB's are outdated and will release a list beginning in January 2018, of which NDB's are to be decommissioned immediately, eliminating our choice of retaining the NDB.

Director Smith discussed the ongoing audit, noting things are going well in the 2<sup>nd</sup> week of approximately 7 weeks to complete the 3-year audit.

**PUBLIC COMMENTS**

Jay Hupp: Gave an update on the North American Eagle rocket car that has tested the engine on port property a number of times.

**IX. COMMISSIONER COMMENTS**

Commissioners agreed that the Washington Small Ports conference in Leavenworth had good information again this year. Commissioner Taylor will attend the Washington Public Ports Association annual conference in Seattle on November 15-17, 2017.

**X. 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

