

Port of Shelton
Regular Commission Meeting Minutes
March 5, 2019

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on March 5, 2019.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; Jan Fancher, CPA and Port Auditor; and Norm Eveleth.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENT

None

IV. ADOPT AGENDA

The Agenda was adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from the February 19, 2019 Regular Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that the payment of March 5, 2019 Payroll and Payroll Liability checks number 29752 through 29753 dated February 20, 2019, and 29754 through 29755 dated March 5, 2019 in the amount of \$3829.67, and Payroll and Payroll Liability Electronic Payments dated February 20, and March 5, 2019 in the amount of \$55,784.27 for a total Payroll and Payroll Liability Electronic payments in the amount of \$59,613.94; and reported the payments of Accounts Payable checks number 29756 through 29786 in the amount of \$33,996.00; and Accounts Payable Electronic Payments dated February 6, 20, 25, 28, 31, and March 1 and March 4, in the amount of \$214,443.88 for a total combined amount of \$248,439.88. The total General Fund check and electronic payments in the amount of \$308,053.82 have been approved and accepted as presented. That amount includes \$200,000.00 of bond repayments.

VII. ACTION/DISCUSSION ITEMS

A) Month to Month Lease Approval Techwood - Action

Director Smith presented the month-to-month lease for Techwood at 171 W Sanderson Way. Commissioner Patterson made a motion to approve the lease, and Commissioner Buck seconded.

The Vote:

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

VIII. STAFF COMMENTS

Director Smith summarized that the Commission had a productive retreat on March 4, and that the Oakland Bay Marina transition is going smoothly. She also updated the Commission on the Belco CERB project.

IX. PUBLIC COMMENTS

No public comment.

X. COMMISSIONER COMMENTS

Commissioner Buck noted an EDC meeting on March 14, and Commissioner Patterson intends to participate in Chamber of Commerce events when they occur.

XI. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the meeting at 2:15 PM.

Minutes submitted by: Deborah Soper, Office Assistant

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

