

Port of Shelton
Regular Commission Meeting Minutes
May 7, 2019

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on May 7, 2019.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; Jan Fancher, CPA and Port Auditor; Charles Houser, Port's General Legal Counsel; Norm Eveleth and Dedrick Allan, Mason Web TV.

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 April 16, 2019 Regular Meeting were adopted as presented.
Meeting Minutes from the April 22, 2019 Special Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported Payroll and Payroll Liability checks number 29884 through 29885 dated April 19, 2019 and checks number 29886 through 29887 dated May 3, 2019 in the amount of \$3,695.02, and Payroll and Payroll Liability Electronic Payments dated April 19 and 30, 2019 and May 3, 2019 in the amount of \$56,450.53 for a total Payroll and Payroll Liability in the amount of \$60,145.55; and reported the payments of Accounts Payable checks number 29888 through 29916 dated May 7, 2019 in the amount of \$74,538.29; and Accounts Payable Electronic Payments dated April 24, and April 30 and May 1 and May 2 in the amount of \$51,153.78 for a total Accounts Payable amount of \$125,692.07. The total General Fund checks and electronic payments in the amount of \$185,837.62 have been approved and accepted as presented. Approximately \$28,000 of this amount are the marina customer deposits that are being transferred to the Shelton Yacht Club.

VII. ACTION/DISCUSSION ITEMS

A) Highway 101 Former Fairgrounds Entrance Sign - Discussion

Commissioner Taylor received a phone call from Dale Elmlund who represents the Masons. They are looking for a reader board sign and he thought the Port might be removing the former fairgrounds sign. Commissioner Taylor told him the Port would need to surplus the sign prior to selling, donating or auctioning it off. He just wanted the other commissioners to be aware of the request. Executive Director Smith suggested holding off on making a decision as the sign is somewhat permanent and to take it down would be costly. The sign may be utilized at a later date or now to promote messages to the community. The Port will bring this up at a later date if they decide it is no longer needed for Port purposes.

B) PRTPO Bylaws - Action

Commissioner Taylor gave the background on this issue and said the by-laws have been in place for a few decades. They were making a few changes based on the state not managing the program anymore and other administrative edits. He explained he needed authority to sign the changes in the documents.

Commissioner Patterson made a motion to authorize Commissioner Taylor the ability to vote and authorize the changes proposed in the document. Commissioner Buck seconded the motion.

The Vote:

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

Motion Carries.

VIII. STAFF COMMENTS

Executive Director Smith commented Eric Johnson was selected as the Port of Tacoma Executive Director. Also, that the Washington Public Ports Meeting was going to be held in Spokane next week and that the Port of Shelton has been asked to give a Port Report. Smith also reported the sale of the marina is officially final; the documents were signed at the title company in closing on May 2, 2019.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS

Commissioner Buck has an EDC board meeting and will attend the WPPA Spring Meeting next week as will all three commissioners. Commissioner Patterson reported that she was on the Shelton YMCA Committee and that Shelton is getting a YMCA! It will be 40,000 Square feet with an activities pool and gym. Commissioner Taylor has a PRTPO planning meeting Friday at Kitsap Transit.

XI. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the meeting at 2:25 PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

