

Port of Shelton
Regular Commission Meeting Minutes
January 7, 2020

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on January 7, 2020.

The following persons were present: Commissioner Patterson; Wendy Smith, Executive Director; Dedrick Allan, Mason Web TV; and Bob Williams. Commissioner Buck was excused.

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 December 17, 2019 Regular Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that the payment of December 20, 2018 Payroll Liability check number 30348, and January 3, 2020 check number 30349 in the amount of \$3,381.35; and Payroll and Payroll Liability electronic payments dated December 20, 2019, and January 3, 2020, in the amount of \$56,011.75, for a total Payroll and Payroll Liability payments amounted to \$59,393.10; and reported the payments of Accounts Payable checks #30350 through 30368 dated January 7, 2020 in the amount of \$1,042,748.59; and Accounts Payable Electronic Payments dated December 24, 26, 2019 and January 2, 2020, in the amount of \$5,173.08 for a total combined amount of \$1,047,921.67. The total General Fund check and electronic payments in the amount of \$1,107,314.77 have been approved and accepted as presented. These payments include two payroll periods and the first payment on the airport runway pavement overlay project.

VII. ACTION/DISCUSSION ITEMS

A) 2019 Officers and Committees -- Action

Commissioner Patterson made a motion to retain their current positions, with Commissioner Taylor as Chair, Commissioner Buck as Vice-Chair, and Commissioner Patterson as Treasurer for the 2020 calendar year. Commissioner Taylor seconded the motion.

The Vote:

Commissioner Taylor—In Favor
Commissioner Patterson—In Favor
Commissioner Buck—absent

Motion carries.

The Commissioners then discussed the committees on which they serve, and each desired to remain with their existing assignments.

Commissioner Patterson made a motion to keep the committee assignments the same, with Commissioner Taylor representing the Port on the PRTPO, Commissioner Patterson serving as the PRTPO Alternate and as the FTZ representative, and Commissioner Buck representing the Port on the EDC for the 2020 calendar year. Commissioner Taylor seconded the motion.

The Vote:

- Commissioner Taylor—In Favor
- Commissioner Patterson—In Favor
- Commissioner Buck—absent

Motion carries.

VIII. STAFF COMMENTS

Director Smith brought up the topic of the annual Commissioner Retreat, and after some discussion the date remains to be determined, but it may be during the last week of February.

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

Commissioner Taylor has a meeting of the PRTPO on January 16, 2020.

XI. ADJOURNMENT

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

Minutes submitted by: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

