

Port of Shelton
Regular Commission Meeting Minutes
February 4, 2020

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on February 4, 2020.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; Dedrick Allan, Mason Web TV; and Shaun Nye, Port of Brownsville Commissioner.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENT

Commissioner Shaun Nye of the Port of Brownsville thanked the Commissioners for allowing Executive Director Smith to help guide the Port of Brownsville as they implement some changes.

IV. ADOPT AGENDA

The Agenda was adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from January 21, 2020 Regular Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that there were no Payroll and Payroll Liabilities; and reported the payments of Accounts Payable checks #30398 through #30429 dated February 4, 2020 in the amount of \$23,341.83; and Accounts Payable Electronic Payments dated January 24, 2020, in the amount of \$4,924.24 for a total combined amount of \$28,266.07. The total General Fund check and electronic payments in the amount of \$28,266.07 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) Lease Renewal – Techwood – Action

Director Smith presented a lease renewal for Techwood, LLC at 171 W Sanderson Way. Commissioner Patterson made a motion to approve Lease Addendum 1 with Techwood, LLC for the term of February 1, 2020 through January 31, 2021, 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 some results of an aviation impact study recently finalized by the Washington Department of Transportation in which they studied airport use. The Port of Allyn is planning to schedule an All-Ports Mason County meeting, and have asked for a few dates that would work for the Port of Shelton Commissioners.

And finally, Smith reported that she spoke on behalf of CERB at a work session with the Senate Finance Committee.

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

All three Commissioners are planning to attend the United Way fundraiser on February 7th, as well as the EDC Luncheon on February 19th.

Commissioner Buck has an EDC Board meeting on February 13th.

Commissioner Patterson and Director Smith will be addressing the Pioneer Kiwanis on February 5th, and the Commission Retreat is on February 28th.

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

