

Port of Shelton
Regular Commission Meeting Minutes
February 18, 2020

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on February 18, 2020.

The following persons were present: Commissioner Patterson; Commissioner Buck; Jan Fancher, CPA and Port Auditor; and Dedrick Allan, MasonWebTV. Director Wendy Smith was out of town.

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 February 4, 2020 Regular Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported the payment of February 5, 2020 Payroll Liability check number 30430 in the amount of \$1,879.00; and Payroll and Payroll Liability electronic payments dated January 29, January 30, and February 5, 2020, in the amount of \$38,399.65, for a total Payroll and Payroll Liability payments amounted to \$40,278.65; and reported the payments of Accounts Payable checks #30431 through #30454 dated February 18, 2020 in the amount of \$30,491.25; and Accounts Payable Electronic Payments dated December 31, 2019, January 22, January 29, January 31, February 4, and February 10, 2020, in the amount of \$52,157.88 for a total combined amount of \$82,649.13. The total General Fund check and electronic payments in the amount of \$122,927.78 have been approved and accepted as presented.

Patterson noted that two credit memos, \$612.74 and \$613.54 totaling \$1,226.28 were applied to two invoices, \$612.74 and \$613.54 amounting to \$1,226.28 on January 7, and February 7, 2020 respectively, and that the bulk of the accounts payable amount included payroll and the quarterly leasehold excise tax payment.

VII. ACTION/DISCUSSION ITEMS

None

VIII. STAFF COMMENTS

None

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

All three Commissioners plan to attend the EDC Annual Luncheon on February 19. Commissioner Patterson plans to attend the Chamber of Commerce Luncheon on February 20, and Commissioner Taylor has a meeting of the PRTPPO on February 21, 2020.

XI. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the meeting of the **Port of Shelton Commission** at 2:15 PM.

Minutes submitted by: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

