

**Port of Shelton
Special Commission Meeting Minutes
January 4, 2019**

I. CALL TO ORDER

Commissioner Taylor called to order the special meeting of the Port of Shelton Commission at 2:00 PM on January 4, 2019.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; Charles (Skip) Houser, Port Attorney; Dedrick Allan, Mason Web TV; and Bob Williams.

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 18, 2018 Regular Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that the payment of December 20, 2018 Payroll Liability checks numbered 29620 through 29621, and December 31, 2018 checks numbered 29622 through 29624 in the amount of \$5,480.92; and Payroll and Payroll Liability electronic payments dated December 20 and 31, 2018, and January 4, 2019, in the amount of \$54,279.00, for a total Payroll and Payroll Liability payments amounted to \$59,759.92; and reported the payments of Accounts Payable checks #29625 through 29644 dated January 4, 2019 in the amount of \$15,942.36; and Accounts Payable Electronic Payments dated December 12, 20, 26, and 31, in the amount of \$20,276.79 for a total combined amount of \$36,219.15. The total General Fund check and electronic payments in the amount of \$95,979.07 have been approved and accepted as presented. These payments include two payroll periods.

VII. ACTION/DISCUSSION ITEMS

A) 2019 Officers & 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 2019 calendar year. Commissioner Buck seconded the motion.

The Vote:

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

Motion carries.

The Commissioners then discussed the committees on which they serve, and each desired to remain with their existing assignments, with just one change: Commissioner Taylor continues

to represent the Port on the PRTPO, but Commissioner Patterson will be the alternate instead of Director Smith serving as alternate.

B) Lease Addendum – Mason Conservation District – Action

Director Smith presented Lease Addendum 7 for a one year term with the Mason Conservation District, with the option to extend. Commissioner Patterson moved to approve Lease Addendum 7 with the Mason Conservation District, and Commissioner Buck seconded the motion.

The Vote:

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

Motion carries.

VIII. STAFF COMMENTS

Director Smith gave an update on the LGIP account, stating that the Port earned almost \$6200.00 interest in the month of December, for a total of \$49,974.97 in annual interest on our investment for 2018.

There was some discussion to coordinate schedules in order to plan the Commissioner Retreat, but the date remains to be determined.

The Port of Allyn has invited the Commission and Director Smith to attend a meeting of all the Port officials in Mason County on January 17, 2019, and all three Commissioners plan to attend.

IX. PUBLIC COMMENTS

Bob Williams spoke about having a tenant that may be able to take advantage of the Foreign Trade Zone designation, and mentioned that others on Port property might also be able to use that advantage, but are not aware of it.

X. COMMISSIONER COMMENTS

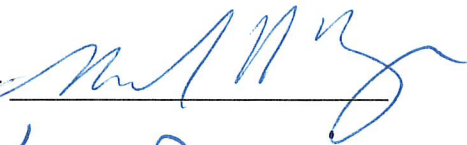
Commissioners Patterson and Taylor congratulated Commissioner Buck for being voted the third most popular elected official, and the #1 Realtor in Shelton.

XI. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the special meeting at 2:30 PM.

Minutes submitted by: Deborah Soper, Office Assistant

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

