

Port of Shelton
Regular Commission Meeting Minutes
January 5, 2021

I. CALL TO ORDER

Commissioner Taylor called to order the Zoom internet conference meeting of the Port of Shelton Commission at 2:00 PM on January 5, 2021.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; Deborah Soper, Office Manager; Jan T. Fancher, CPA and Port Auditor; Charles "Skip" Houser, Port Attorney; and Dedrick Allan, Mason Web TV.

II. PLEDGE OF ALLEGIANCE

Because this was a Zoom internet conference meeting, there was no Pledge of Allegiance.

III. PUBLIC COMMENT

None

IV. ADOPT AGENDA

Agenda adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from the December 15, 2020 meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Patterson presented the January 5, 2021 Check Control Report, and reported the Payroll and Payroll Liabilities electronic payments dated December 18, 2020 and January 5, 2021 in the amount of \$67,914.21, and reported the payments of Accounts Payable checks #30891 through #30913 dated January 5, 2021 in the amount of \$33,958.89; and Accounts Payable Electronic Payments dated November 10, November 30, December 7, and December 24, 2020 in the amount of \$4,458.58 for a total combined amount of \$38,417.47. The total General Fund check and electronic payments in the amount of \$106,331.68 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) 2021 Officers & Committees - Action

Commissioner Patterson moved to have the 2021 officer & committee assignments remain the same as they were in 2020, with Commissioner Taylor as Chair, Commissioner Buck as Vice-Chair, and Commissioner Patterson as Treasurer for the 2021 calendar year.

Commissioner Buck seconded.

Commissioner Taylor will represent the Port at the PRTPO, Commissioner Buck at the EDC, and Commissioner Patterson with the Shelton-Mason Chamber of Commerce, and Foreign Trade Zone Committee.

The Vote:

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries

VIII. STAFF COMMENTS

Director Smith reported that a representative of the State Auditor's Office had contacted her with scheduling options for the audit.

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

Commissioner Buck will attend an EDC Board meeting on January 14th.
Commissioner Taylor will meet with the project ranking committee of the PRTPO on January 8th.

EXECUTIVE SESSION

A) Real Estate to consider the selection of a site or the acquisition of real estate by lease or purchase

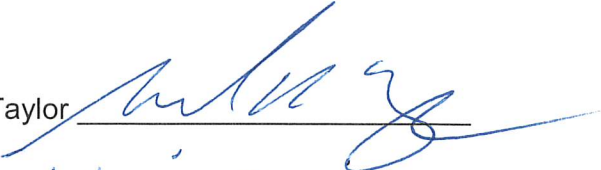
Commissioner Taylor recessed the meeting to go into executive session for real estate pursuant to RCW 42.30.110b at 2:20 PM for approximately 10 minutes with no action to be taken.


At 2:30 PM the Board came out of Executive Session and returned to the Regular Meeting.

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 