

Port of Shelton
Regular Commission Meeting Minutes
June 15, 2021

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on June 15, 2021.

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

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENT

None

IV. ADOPT AGENDA

Agenda adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from the June 8, 2021 special meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that there were no Payroll Liabilities; and reported the payments of Accounts Payable checks #31140 through #31150 dated June 15, 2021 in the amount of \$9,163.68; and Accounts Payable Electronic Payments dated June 2 and June 10, 2021, in the amount of \$249.01 for a total combined amount of \$9,412.69. The total General Fund check and electronic payments in the amount of \$9,412.69 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) 2020 Financial Statement - Discussion

CPA Fancher reviewed the 2020 Financial Statement.

B) Budget to Actual – Q1 - Discussion

Fancher shared highlights of the budget through 1st quarter, and also through May 31st.

VIII. STAFF COMMENTS

Director Smith reported the results from the fire investigation, which concluded that the cause of the fire is undetermined. The next step is for the site to be released by Enduris, and then demolition can begin.

Smith discussed upcoming meeting dates and WPPA events with the Commission.

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

Commissioner Buck attended an EDC meeting on Thursday, June 10.
Commissioner Taylor will attend a virtual PRTPO meeting on Friday, June 18.

XI. 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 an executive session for real estate pursuant to RCW 42.30.110b at 3:20 PM for approximately 10 minutes with no action to be taken.

At 3:30 PM the Board came out of Executive Session and returned to the Regular Meeting.

XII. ADJOURNMENT

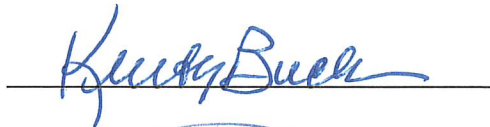
With no further business, Commissioner Taylor adjourned the meeting of the **Port of Shelton Commission** at 3:30 PM.

Minutes submitted by: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

