

Port of Shelton
Special Commission Meeting Minutes
July 22, 2021

I. CALL TO ORDER

Commissioner Taylor called to order the special meeting of the Port of Shelton Commission at 2:00 PM on July 22, 2021.

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

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENT

There was no public comment.

IV. ADOPT AGENDA

The Agenda was adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from the July 6, 2021 Regular Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson presented the July 22, 2021 Check Control Report, and reported the Payroll and Payroll Liability electronic payments dated July 22, 2021 in the amount of \$29,202.92; and the payments of Accounts Payable check numbers 31178 through 31203 dated July 22, 2021, in the amount of \$59,693.61; and Accounts Payable Electronic Payments dated July 6, July 12, and July 16, 2021, in the amount of \$1,395.66 for a total Accounts Payable amount of \$61,089.27. The total General Fund checks and electronic payments in the amount of \$90,292.19 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

None

VIII. STAFF COMMENTS

Director Smith noted that the demolition at 460 W Enterprise is done. The next steps will include discussions with the FAA and then design of the replacement building.

Smith submitted an application for a CERB Planning Grant.

The CERB Belco project is in the initial planning stage.

Skookum Rotary announced that Oysterfest 2021 will be a virtual event.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS

Commissioners Taylor and Patterson attended the WPPA Commissioners' Virtual Seminar on July 20th - 21st, and one hot topic of conversation was Cybersecurity.

Following a brief scheduling discussion, the August 3rd regular Commission meeting has been cancelled.

The EDC is hosting a Business Appreciation Event on August 5th that the Commissioners may attend.

XI. EXECUTIVE SESSION - Review the Performance of a Public Employee

Commissioner Taylor recessed the Special Meeting to go into Executive Session to review the performance of a public employee, pursuant to RCW 42.30.110g at 2:25 PM, for approximately 15 minutes with no action to be taken.

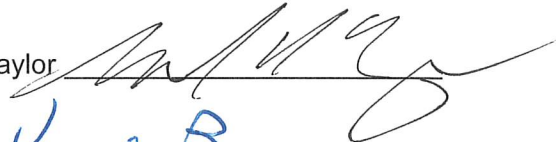
At 2:40 PM the Board came out of Executive Session and returned to the Special Meeting. The Board authorized a pay raise tied to CPI for the Executive Director.

XII. ADJOURNMENT


With no further business, Commissioner Taylor adjourned the Special Meeting at 2:40 PM.

Minutes submitted by: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

