

Port of Shelton
Regular Commission Meeting Minutes
September 7, 2021

I. CALL TO ORDER

Commissioner Taylor called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on September 7, 2021.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; CPA Jan Fancher; 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 August 17, 2021 Meeting were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson presented the September 7, 2021 Check Control Report, and reported the Payroll and Payroll Liability electronic payments dated August 20, 2021, September 3, 2021 and September 7, 2021 in the amount of \$64,622.63; and the payments of Accounts Payable check numbers 31233 through 31252 dated September 7, 2021, in the amount of \$96,505.77; and Accounts Payable Electronic Payments dated August 25, 2021, August 28, 2021, August 31, 2021 and September 1, 2021, in the amount of \$18,223.59 for a total Accounts Payable amount of \$114,729.36. The total General Fund checks and electronic payments in the amount of \$179,351.99 have been approved and accepted as presented. Commissioner Patterson noted a disbursement of approximately \$14,000 for bond payment interest and approximately \$54,000 for Drinking Water State Revolving Fund Loan payments.

VII. ACTION/DISCUSSION ITEMS

EDC Updates – Jennifer Baria

Jennifer gave an update on projects EDC is involved in. She specified an emphasis in the community on infrastructure including power, water and sewer.

VIII. STAFF COMMENTS

Director Smith reported that the State Audit has commenced and will all be done remotely. The auditor will begin the financial and federal single audit portion and since she has given notice to take on another opportunity the Port will have another auditor to finish the accountability audit. Budget hearing date will be on October 5 at 2pm. The preliminary budget will be highlighted at the September 21 commission meeting.

IX. PUBLIC COMMENTS

None

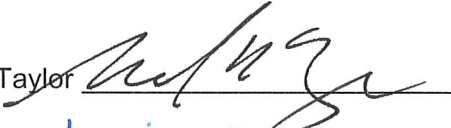
X. COMMISSIONER COMMENTS

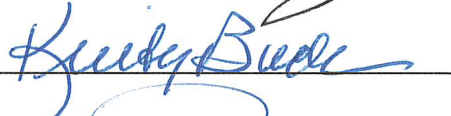
Commissioner Patterson attended a GFOA webinar on investments learning about investment policies, ratios, cash flows, risk aversion and all things finance. Commissioner Buck will attend an EDC meeting on Thursday and Small Ports Conference for WPPA in October. Commissioner Taylor has a tenant meeting for Fungi Perfecti and an audit risk assessment meeting this week.

XI. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the Regular Meeting of the **Port of Shelton Commission** at 2:25 PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor 

Minutes approved by: Commissioner Buck 

Minutes approved by: Commissioner Patterson 