

Port of Shelton
Regular Commission Meeting Minutes
October 5, 2021

I. CALL TO ORDER

Commissioner Taylor called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on October 5, 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 COMMENTS

There was no public comment.

IV. ADOPT AGENDA

The agenda was modified to add an Executive Session for potential litigation pursuant to RCW 42.30.110i. Agenda was adopted as modified.

Commissioner Taylor recessed the regular Commission meeting and opened the Public Hearing on the budget at 2:03 PM.

V. PUBLIC HEARING for the 2022 Operating, Maintenance and Capital Budget pursuant to RCW 53.35.020 and RCW 53.35.030.

No public testimony. Director Smith noted that no public comments had been received from the public by mail, email, or phone call.

Commissioner Taylor closed the Public Hearing at 2:05 PM, then returned to the regular meeting.

VI. APPROVE MEETING MINUTES

Meeting Minutes from the September 21, 2021 Meeting were adopted as presented.

VII. CHECK CONTROL

Commissioner Patterson presented the October 5, 2021 Check Control Report, and reported the Payroll and Payroll Liability electronic payments dated October 5, 2021, in the amount of \$36,231.50; and the payments of Accounts Payable check numbers 31277 through 31297 dated October 5, 2021, in the amount of \$184,472.41; and Accounts Payable Electronic Payments dated September 28 and September 30, 2021, in the amount of \$5,167.97 for a total Accounts Payable amount of \$189,640.38. The total General Fund checks and electronic payments in the amount of \$225,871.88 have been approved and accepted as presented.

VIII. ACTION/DISCUSSION ITEMS

A) Resolution 21-03 – Adoption of the Operating/Maintenance and Capital Budget for 2022 - Action

Executive Director Smith read Resolution 21-03 (see attached)
Commissioner Patterson moved to approve Resolution 21-03 adopting the
Operating/Maintenance and Capital Budget for 2022. Commissioner Buck seconded the
motion.

The Vote:

Commissioner Taylor – In Favor
Commissioner Buck – In Favor
Commissioner Patterson – In Favor

Motion Carries.

B) Resolution 21-04 – Adoption of the Property Tax Levy for 2022 – Action

Smith read Resolution 21-04 (see attached). Commissioner Patterson moved to adopt
Resolution 21-04 adopting the Property Tax Levy for 2022. Commissioner Buck
seconded.

The Vote:

Commissioner Taylor – In Favor
Commissioner Buck – In Favor
Commissioner Patterson – In Favor

Motion Carries.

C) Resolution 21-05 – Commissioner Compensation – Action

Smith presented Resolution 21-05 by summarizing the history and background of the
Resolution (see attached). Commissioner Patterson moved to approve Resolution 21-05
Commissioner Compensation. Commissioner Buck seconded.

The Vote:

Commissioner Taylor – In Favor
Commissioner Buck – In Favor
Commissioner Patterson – In Favor

Motion Carries.

IX. STAFF COMMENTS

No staff comments.

X. PUBLIC COMMENTS

There was no public comment.

XI. COMMISSIONER COMMENTS

Commissioner Patterson asked if the Commissioners would be willing to send a letter to
the legislators requesting that a line item be included in the State's budget to fund the
restoration of Oakland Bay. Patterson also informed that the City of Shelton is close to
the final engineering approval for Eagle Point Park.

Commissioner Buck has an EDC Board meeting on October 14.

Patterson will attend the Turning Pointe Power of the Purse fundraiser on October 16.

All three Commissioners may attend a Shelton-Mason Chamber of Commerce After
Hours event on October 13.

XII. EXECUTIVE SESSION

Commissioner Taylor recessed the regular meeting to go into executive session for potential litigation pursuant to RCW 42.30.110i at 2:35 PM.

The executive session will be 20 minutes with no action taken. At 2:55 PM it was announced that the executive session was extended for 25 minutes.

Executive Session ended at 3:20 PM. Commissioner Taylor returned to the regular meeting at 3:20 PM.

XIII. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 3:20 PM.

Minutes submitted by: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

