

Port of Shelton
Regular Commission Meeting Minutes
October 19, 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 19, 2021.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; Ned Wilson, Maintenance Manager; 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 real estate pursuant to RCW 42.30.110b. Agenda was adopted as modified.

V. APPROVE MEETING MINUTES

Meeting Minutes from the October 5, 2021 Meeting were adopted as presented.

VI. CHECK CONTROL

Commissioner Patterson presented the October 19, 2021 Check Control Report, and reported no Payroll and Payroll Liability electronic payments; and the payments of Accounts Payable check numbers 31298 through 31320 dated October 19, 2021, in the amount of \$37,846.38; and Accounts Payable Electronic Payments dated October 4 and October 12, 2021, in the amount of \$368.70 for a total Accounts Payable amount of \$38,215.08. The total General Fund checks and electronic payments in the amount of \$38,215.08 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

None.

VIII. STAFF COMMENTS

Director Smith updated that the audit is going well. The Port has engaged Helix Group for the initial design for a replacement building at 460 W. Enterprise. The 2017 CERB partnership with Lynch Creek Farm is closed out. Submission for reimbursement has been made to the FAA for the airport runway paving project, which is the final step in closing out this project.

IX. PUBLIC COMMENTS

There was no public comment.

X. COMMISSIONER COMMENTS

Commissioners Buck and Taylor attended a Chamber After Hours event. Commissioner Patterson signed up for the WPPA Round Table Discussion on economic development on November 9, and the others may join in that meeting. All three Commissioners are looking forward to the WPPA Small Ports Seminar October 21 & 22 in Leavenworth.

XI. EXECUTIVE SESSION

At 2:15 PM Commissioner Taylor announced that the regular meeting was to go into recess for approximately 30 minutes for two executive sessions, for potential litigation pursuant to RCW42.30.110i, and for real estate pursuant to RCW 42.30.110b, and, with possible action to follow.

At 2:45 PM the Board came out of executive session and returned to the regular meeting.

Commissioner Patterson made a motion to direct Executive Director Smith to proceed with negotiations on the purchase of a building at 130 W Corporate Rd. Commissioner Buck seconded.

The Vote:

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

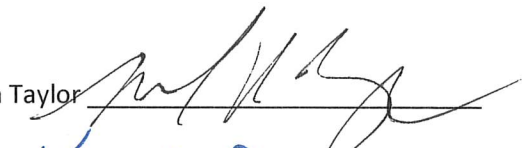
Motion Carries.

XII. ADJOURNMENT

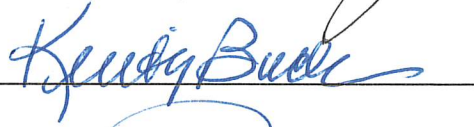
With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 2:50 PM.

Minutes submitted by: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

