

Port of Shelton
Regular Commission Meeting Minutes
November 16, 2021

I. CALL TO ORDER

Commissioner Taylor called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on November 16, 2021.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director via telephone; Deborah Soper, Office Manager; Jan T. Fancher, CPA and Port Auditor; Anthony Golden; Roy Cronacher; and Jeremy Careaga.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENTS

Anthony Golden, Roy Cronacher, and Jeremy Careaga introduced themselves and spoke with the Commission about expanding their operations on Johns Prairie.

IV. ADOPT AGENDA

The agenda was approved as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from the November 2, 2021 meeting were adopted as presented.

VI. CHECK CONTROL

Commissioner Patterson presented the November 16, 2021 Check Control Report, and reported the Payroll and Payroll Liability electronic payments dated November 5, 2021, in the amount of \$36,263.32; and the payments of Accounts Payable check numbers 31345 through 31370 dated November 16, 2021, in the amount of \$29,673.58; and Accounts Payable Electronic Payments dated October 31, November 2, and November 10, 2021, in the amount of \$437.58 for a total Accounts Payable amount of \$30,111.16. The total General Fund checks and electronic payments in the amount of \$66,374.48 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

None.

VIII. STAFF COMMENTS

Director Smith reported that the Port has just completed another successful clean audit. Smith is working with Engineering Manager Palmer to finalize the RFQ/RFP for the CERB Planning Grant, which will be sent out shortly and then selected after the first of the year.

IX. PUBLIC COMMENTS

There was no public comment.

X. COMMISSIONER COMMENTS

Commissioner Taylor has a virtual PRTPO meeting on November 18.
All three Commissioners plan to attend the WPPA Annual Meeting which takes place November 30 - December 3, 2021.

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: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

