

Port of Shelton
Regular Commission Meeting Minutes
January 18, 2022

I. CALL TO ORDER

Commissioner Taylor called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on January 18, 2022.

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

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 item VII.B – New Lease Approval – International F.C. – Action. Agenda was adopted as modified.

V. APPROVE MEETING MINUTES

Meeting Minutes from the January 4, 2022 meeting were approved as presented.

VI. CHECK CONTROL

Commissioner Patterson presented the January 18, 2022 Check Control Report, and reported Payroll and Payroll Liability electronic payments dated January 5, 2022 in the amount of \$38,300.44; and the payments of Accounts Payable checks numbered 31433 through 31455 dated January 18, 2022, in the amount of \$68,108.79; and Accounts Payable Electronic Payments dated January 4, January 10, and January 12, 2022 in the amount of \$494.45 for a total Accounts Payable amount of \$68,603.24. The total General Fund checks and electronic payments in the amount of \$106,903.68 have been approved and accepted as presented. Patterson noted the payments of \$13,000.00 for the Port's share of the 2021 general election expenses, and an annual CERB payment of \$17,520.00 for the Lynch Creek Farm CERB loan.

VII. ACTION/DISCUSSION ITEMS

A. New Lease Approval – JDN Hangar, LLC – Action

Executive Director Smith presented a new lease with JDN Hangar, LLC, a new Port tenant that intends to build a 60' x 80' private hangar on 0.54 acres of land, to be completed by February 1, 2024.

Commissioner Patterson made a motion to approve the land lease for a hangar at 392 W Enterprise Rd with JDN Hangar, LLC, for the term of February 1, 2022 through January 31, 2041. Commissioner Buck seconded.

The Vote:

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

Motion Carries.

B. New Lease Approval – International F.C – Action

Smith presented a one-month lease for International F.C., a tenant in 130 Corporate Rd, Building A. The tenant requested a month to remove his belongings from the building that was recently purchased by the Port.

Commissioner Patterson moved to approve the lease with International F.C. at 130 Corporate Rd, Building A for the term of January 4, 2022 through January 31, 2022 and Commissioner Buck seconded.

The Vote:

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

Motion Carries.

VIII. STAFF COMMENTS

Director Smith reported that the all-county elected official meeting will be held January 28th at The Ridge Motorsports Park from 9:00 – 11:00 AM.

The Port Commission Retreat will be February 25th from 9:00 AM – 3:00 PM at the Hilton Garden Inn in Olympia.

IX. PUBLIC COMMENTS

There was no public comment.

X. COMMISSIONER COMMENTS

All three Commissioners plan to attend the WPPA Ports - Maritime Day, which will be a virtual event this year on January 25th. Commissioner Patterson reported on the Shelton-Mason County Chamber of Commerce Legislative Sendoff that was held Friday, January 7th. Commissioner Buck had an EDC meeting on January 13th where new Board members were introduced and Executive Director Jennifer Baria reported an increased number of leads for Mason County from the Department of Commerce. Commissioner Taylor has a virtual PRTPO Technical Advisory Committee meeting on January 20th. All three Commissioners plan to attend the meeting of the City/County/Port elected officials on January 28th.

XI. ADJOURNMENT

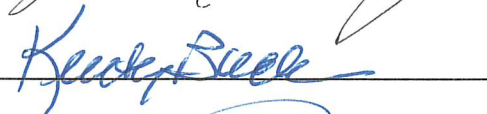
With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 2:25 PM.

Minutes submitted by: Deborah Soper, Office Manager

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

