

Port of Shelton
Regular Commission Meeting Minutes
April 19, 2022

I. CALL TO ORDER

Commissioner Taylor called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on April 19, 2022.

The following persons were present: Commissioner Patterson; Commissioner Buck; Wendy Smith, Executive Director; Jan T. Fancher, CPA and Port Auditor; and Charles "Skip" Houser, Port Attorney.

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 adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from the April 5, 2022 meeting were approved as presented.

VI. CHECK CONTROL

Commissioner Patterson presented the April 19, 2022 Check Control Report, and reported there was no Payroll and Payroll Liability electronic payments; and Accounts Payable checks numbered 31578 through 31600 dated April 19, 2022, in the amount of \$73,567.21; and Accounts Payable Electronic Payments dated April 4, 2022 and April 11, 2022 in the amount of \$399.00 for a total Accounts Payable amount of \$73,966.21. The total General Fund checks and electronic payments in the amount of \$73,966.21 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A. Resolution 22-01 – WSDOT Grant Funds Match Guarantee – Action
Director Smith read the resolution and gave details on this action giving the authority for Washington State Department of Transportation Aviation Division to pay for 5% of the Taxiway Pavement Maintenance and Electrical Improvements project.

Commissioner Patterson moved to adopt Resolution 22-01. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

VIII. STAFF COMMENTS

Director Smith talked about the excitement surrounding some of our local tenants Luke Aikins and Andy Farrington's most recent plane swap event. Smith also discussed the CERB board and the Port representative Randy Hayden will be vacating the board so Smith has been contacted by CERB staff and she has contacted Executive Director of WPPA James Thompson to indicate her enthusiasm in being named the next Port representative. DNR will be utilizing the inactive runway and clear-cut area for water dropping techniques later this week depending on the weather. A meeting with Skookum Rotary was cancelled due to illness but should be rescheduled later this week or early next week to discuss Oysterfest.

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

Commissioner Buck indicated the WPPA Website committee had finished their tasks and the presentation will be given at the Spring Meeting. She also stated she most likely would not be attending the Commissioners Seminar due to a conflict with her vacation schedule.

Commissioner Patterson attended the Chamber After Hours event and spoke to Heidi McCutcheon about Oysterfest. Commissioner Taylor attended a PRTP Meeting last Friday. Due to the Spring Meeting in Skamania starting on May 4 the Board will be cancelling their regular meeting on May 3, 2022. Notice will be sent out.

XI. EXECUTIVE SESSION

Pursuant to RCW 42.30.110 (i) – potential litigation

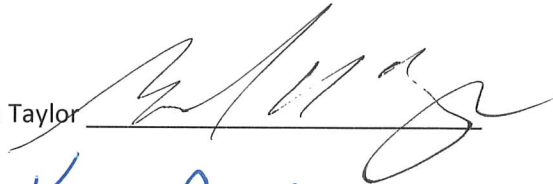
Commissioner Taylor recessed the meeting at 2:27PM to go into executive session for discussion of potential litigation. Executive session expected to last 20 minutes. At 2:47PM commission announced the executive session needed a 10-minute extension.

XII. ADJOURNMENT

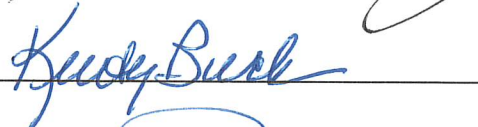
With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 3:00PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

