

Port of Shelton
Regular Commission Meeting Minutes
October 4, 2022

I. CALL TO ORDER

Commissioner Buck called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on October 4, 2022. Commissioner Taylor was excused from the meeting as he is out of town.

The following persons were present: Commissioner Patterson; Wendy Smith, Executive Director; Skip Houser, General Counsel; Jan T. Fancher, CPA and Port Auditor; Dedrick Allan, Mason WebTV and Tari Landsberger, the Arc in Mason County

II. PLEDGE OF ALLEGIANCE

Commissioner Buck led the Pledge of Allegiance.

III. PUBLIC COMMENTS

There was no public comment.

IV. ADOPT AGENDA

The agenda was adopted as presented.

V. PUBLIC HEARING for the 2023 Operating, Maintenance and Capital Budget pursuant to RCW 53.35.020 and RCW 53.35.030.

The Commissioners recessed from the regular meeting and opened the Public Hearing for the 2023 Budget. There was no public testimony. Director Smith noted that no public comments had been received from the public by mail, email, or phone call.

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

VI. APPROVE MEETING MINUTES

Meeting Minutes from the September 20, 2022 regular meeting were approved as presented.

VII. CHECK CONTROL

Commissioner Patterson presented the October 4, 2022 Check Control Report. There was no payroll or payroll liabilities on this report. Commissioner Patterson reported accounts payable check number 31828 dated September 21, 2022, voided checks 31829 and 31848 and check numbers 31830 through 31849 dated October 4, 2022 in the amount of \$31,762.92, and accounts payable electronic payments dated September 2, 12, 26-28, 30, October 1 and 4, 2022 in the amount of \$9588.73 for a total accounts payable of \$41,351.65. The total General Fund checks and electronic payments in the amount of \$41,351.65 have been approved and accepted as presented.

VIII. ACTION/DISCUSSION ITEMS

A. Resolution 22-02 – Adoption of the Operating/Maintenance and Capital Budget for 2023 – Action

Executive Director Smith read Resolution 22-02 into the record. Commissioner Patterson moved to approve Resolution 22-02 adopting the Operating/Maintenance and Capital Budget for 2023. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – Absent

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

B. Resolution 22-03 – Adoption of the Property Tax Levy for 2023 – Action

Executive Director Smith read Resolution 22-03 into the record. Commissioner Patterson moved to adopt Resolution 22-03 adopting the Property Tax Levy for 2023. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – Absent

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

C. New Lease – Olympic College – Action

Executive Director Smith gave the background on the lease and said this is a month to month until the State offices all approve the long-term lease. The lease is for a brand-new building trades program through Olympic College. Commissioner Patterson made a motion to adopt the month to month lease with Olympic College at 201 William White Way beginning October 1, 2022. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – Absent

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

IX. STAFF COMMENTS

Director Smith gave some feedback from Oysterfest and that Skookum Rotary was pleased with the event and logistics including the ecology blocks.

X. PUBLIC COMMENTS

None.


XI. COMMISSIONER COMMENTS


Commissioner Patterson will be attending the Chamber luncheon for the State of the County and City. She will also be attending the WPPA Small Ports Conference in Leavenworth. Commissioner Buck has an EDC meeting coming up on the 13th of October and will also attend the WPPA Small Ports in Leavenworth. Commissioner Buck will also be attending a sub committee meeting of the EDC on October 10.


XII. ADJOURNMENT

With no further business, Commissioner Buck adjourned the regular meeting of the Port of Shelton Commission at 2:22PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor  _____

Minutes approved by: Commissioner Buck  _____

Minutes approved by: Commissioner Patterson  _____