

Port of Shelton
Regular Commission Meeting Minutes
September 20, 2022

I. CALL TO ORDER

Commissioner Taylor called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on September 20, 2022.

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

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 XI Executive Session pursuant to RCW 42.30.110 © To consider the minimum price at which real estate will be offered for sale or lease. Agenda was adopted as amended.

V. APPROVE MEETING MINUTES

Meeting Minutes from the September 6, 2022 regular meeting were approved as presented.

VI. CHECK CONTROL

Commissioner Patterson presented the September 20, 2022 Check Control Report, and reported payroll and payroll liability electronic payments dated September 20, 2022 in the amount of \$28,670.64. Accounts payable check numbers 31796 through 31827 dated September 20, 2022 including Voided Checks #31796, #31797, and #31815 in the amount of \$342,128.38, and accounts payable electronic payments dated September 20, 2022 in the amount of \$433.91 for a total account payable of \$342,562.29. The total General Fund checks and electronic payments in the amount of \$371,232.93 have been approved and accepted as presented. Commissioner Patterson noted that \$8000 plus was for airport insurance, \$14,000 plus was to Maul Foster and Alongi for the CERB Planning study, \$222,000 plus was to Rognlins for the public works contract for the shed building at Johns Prairie and over \$53,000 to the State Department of Health for loans payments on our water system.

VII. ACTION/DISCUSSION ITEMS

A. Preliminary Budget – Discussion

Director Smith and CPA Fancher discussed the budget revenues and expenses and highlighted the projects listed for 2023 as well as a five-year outlook on projects. The budget hearing will be on October 4, 2022 at 2PM, the regular meeting of the commission.

VIII. STAFF COMMENTS

Director Smith gave an update and recap to the first CERB board meeting and tour. The CERB board toured buildings at the Port of Camas Washougal that utilized CERB funding. Director Smith said this position on the CERB board will be invaluable for the knowledge about projects throughout the state.

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

Commissioner Taylor said he will be out of the state from September 26 – October 4, 2022.

XI. EXECUTIVE SESSION

At 2:53PM the board recessed into executive session pursuant to RCW 42.30.110 (c) to consider the minimum price at which real estate will be offered for sale or lease. They will be in executive session for 7 minutes and there will be no decisions after coming out of executive session.

At 3:00PM the board came out of executive session and Commissioner Taylor called the meeting back in to regular session.

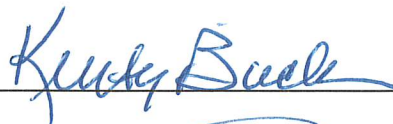
Commissioners agreed to have a work session to discuss future projects and buildings on November 16, 2022 from 12:00PM – 4:00PM. Location to be determined.

XII. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 3:02PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor _____

Minutes approved by: Commissioner Buck  _____

Minutes approved by: Commissioner Patterson  _____