

Port of Shelton
Regular Commission Meeting Minutes
October 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 October 18, 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 adopted as presented.

V. APPROVE MEETING MINUTES

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

VI. CHECK CONTROL

Commissioner Buck presented the October 18, 2022 Check Control Report. She announced payroll and payroll liabilities dated October 5, 2022 in the amount of \$33,792.96. Commissioner Buck then reported accounts payable check numbers 31850 through 31873 dated October 18, 2022 in the amount of \$114,646.74, and accounts payable electronic payments dated October 4, October 11, and October 17, 2022 and NSF dated October 7, 2022 in the amount of \$2,883.60 for a total accounts payable of \$117530.34. The total General Fund checks and electronic payments in the amount of \$151,323.30 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

None

VIII. STAFF COMMENTS

Director Smith said the Port is partnering with PUD #3 on the Washington State Department of Commerce Industrial Site Readiness Grant to go after engineering money for a new electrical substation to serve port properties at Sanderson Field.

IX. PUBLIC COMMENTS

None.

X. COMMISSIONER COMMENTS

Commissioner Patterson said she attended the Chamber luncheon for the State of the County and City. She said it was very low attendance. She will also be attending the WPPA Small Ports Conference in Leavenworth this week. Commissioner Buck said she will also attend the WPPA Small Ports in Leavenworth this week. Commissioner Taylor will also attend the WPPA Small Ports Conference.

Commissioner Patterson brought forward a conflict for the next meeting and the commission discussed this and determined they will cancel the meeting on November 15 and hold a Special Meeting on Monday November 21 @ 2PM. Notices will be sent out for the cancellation and Special Meeting.

XI. EXECUTIVE SESSION

Commissioner Taylor recessed the regular meeting at 2:11PM to go into executive session for real estate to consider the minimum price at which real estate will be offered for sale or lease – Pursuant to RCW 42.30.110 c. The executive session will last for 30 minutes and there is potential action following the session.

At 2:41PM the board came out of executive session and Commissioner Taylor called the meeting back in to regular session.

XII. ADJOURNMENT

With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 2:42PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

