

**Port of Shelton**  
**Regular Commission Meeting Minutes**  
March 7, 2023

**I. CALL TO ORDER**

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on March 7, 2023.

The following persons were present: Commissioner Buck; Commissioner Patterson; Wendy Smith, Executive Director; Tricia Needham, Finance Director; Bob Williams; and Dedrick Allan, Mason Webtv.

**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 regular meeting on February 21, 2023 were approved as presented. Meeting Minutes from the special meeting on March 3, 2023 were approved as presented.

**VI. CHECK CONTROL**

Commissioner Patterson presented the March 7, 2023 Check Control Report, and reported payroll and payroll liability electronic payments dated March 3, 2023 in the amount of \$36,386.08. Accounts payable check numbers 32037 through 32057 dated March 7, 2023 in the amount of \$39,132.31, and accounts payable electronic payments dated February 23, 2023 through March 7, 2023 in the amount of \$240,312.11 for a total accounts payable of \$279,444.42. The total General Fund checks and electronic payments in the amount of \$315,830.50 have been approved and accepted as presented. Commissioner Patterson pointed out that this run included two bond payments for 2003 and 2005 bonds. She celebrated that this was the final payment for the 2003 bond!

**VII. ACTION/DISCUSSION ITEMS**

None

**VIII. STAFF COMMENTS**

Director Smith updated the commissioners on the power and building at Johns Prairie that was recently constructed with walls to house current tenant Garcia Evergreens. Final inspection is the last piece of that project as power is energized. Also, power continues to be worked on by the electrician and port staff for NB Arlington to the 15,000 SF portion of the building that lost power in the fire almost two years ago.

**IX. PUBLIC COMMENTS**

None

**X. COMMISSIONER COMMENTS**

Commissioner Buck asked for a status on the Maul Foster Alongi planning study. She said she will have an EDC Board meeting and noted the by-law subcommittee just finished their revisions.

Commissioner Patterson noted that she attended an Foreign Trade Zone (FTZ) meeting last week with Jennifer Baria of Mason EDC. Port of Port Angeles is looking for support in forming an FTZ that would cover Mason County. The meeting was to discuss if this would affect any ports in a negative manner. The discussion and research provided looks like there wouldn't be a downside to this move.

Commissioner Taylor also attended a previous FTZ meeting and attended a zoom meeting about broadband in rural areas.

**XI. ADJOURNMENT**


With no further business, Commissioner Taylor 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

