

**Port of Shelton**  
**Regular Commission Meeting Minutes**  
February 21, 2023

**I. CALL TO ORDER**

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on February 21, 2023.

The following persons were present: Commissioner Buck; Commissioner Patterson; Wendy Smith, Executive Director; Tricia Needham, Finance Director; Jeff Neely; Terri Johnston; Laura Lee Roznowski; Sharon Johnston; Briana Dearing; Luke Johnston Evans; Matthew Johnston Evans; Shelly Johnston; Cindy Ramsfield; David Johnston; and Jan Fancher, CPA and Port Auditor.

**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 7, 2023 were approved as presented.

**VI. CHECK CONTROL**

Commissioner Patterson presented the February 21, 2023 Check Control Report, and reported payroll and payroll liability electronic payments dated February 17, 2023 in the amount of \$33,045.02. Accounts payable check numbers 32019 through 32036 dated February 21, 2023 in the amount of \$174,519.86, and accounts payable electronic payments dated February 2, 2023 through February 21, 2023 in the amount of \$936.87 for a total accounts payable of \$175,456.73. The total General Fund checks and electronic payments in the amount of \$208,501.75 have been approved and accepted as presented. Commissioner Patterson pointed out that this run included payments to Century West Engineers for \$131,000, Maul Foster Alongi for \$10,000, Roglins for \$7,800 and Helix for \$7,700.

Commissioner Patterson also noted that on the check control for January 23 – a payment for Dept. of Retirement System was one penny different so the check control is amended due to the one cent difference.

**VII. ACTION/DISCUSSION ITEMS**

A) Peste Family History Discussion and Request for Street Name Change – Presentation/Discussion and Possible Action

Sharon Johnston led with some memories of the Peste family and heritage. Laura Lee Roznowski gave the historical background and information regarding the family and the loss of

the airport land due to eminent domain by the federal government. Ms. Roznowski stated the family's request as follows:

1. Name the Business Park – Peste Business Park including the associated signage at Hwy 101
2. Would like to rename the road leading to the business park from W Business Pk Rd to Peste Rd.
3. As new development comes to the business park that they retain the Peste name.

Commissioner Buck made a motion to rename the Business Park North to Peste Business Park. Commissioner Patterson seconded the motion.

The Vote:

- Commissioner Taylor – In Favor
- Commissioner Buck – In Favor
- Commissioner Patterson – In Favor

Motion Carries.

Commissioner Taylor said they will research the other two requests and get back in touch with the family on these two issues.

B) Addendum 3 - Mason Conservation District — Action

Director Smith reminded the commission when the addendum to the lease was passed in December for this year, an audit to the file revealed there was no surety. This is to start with a two-month cash surety for 2023.

Commissioner Patterson made a motion to approve the lease addendum 3 with Mason Conservation for two months cash surety which is less than the RCW 53.08.085 recommended amount. 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 reminded the commission that they wanted to schedule time to discuss the topics from the meeting with the City Council on Friday, February 17, 2023. The commission wanted to schedule a work session outside of a regular meeting. March 3, 2023 from 10AM – 12PM was established as the date for the Special Meeting / Work Session with topics including Annexation and potential land swap. The Special Meeting will be properly advertised.

#### **IX. PUBLIC COMMENTS**

None

#### **X. COMMISSIONER COMMENTS**

Commissioner Taylor said he will attend a meeting with the District 11 Fire Chief with Port staff and has a meeting with the District 5 Fire Chief coming up and wants to hear about the upcoming potential merger.

#### **XI. ADJOURNMENT**

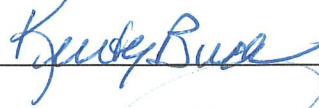
With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 2:58PM.

Minutes submitted by: Wendy Smith, Executive Director

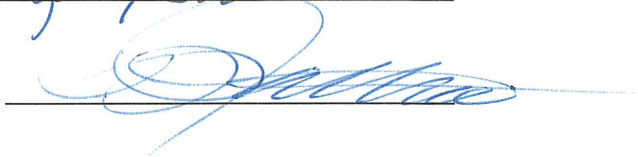
Minutes approved by: Commission Chairman Taylor

A handwritten signature in blue ink, appearing to be 'M. Taylor', written over a horizontal line.

Minutes approved by: Commissioner Buck

A handwritten signature in blue ink, appearing to be 'K. Buck', written over a horizontal line.

Minutes approved by: Commissioner Patterson

A handwritten signature in blue ink, appearing to be 'D. Patterson', written over a horizontal line.