

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

**I. CALL TO ORDER**

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

The following persons were present: Commissioner Buck; Commissioner Patterson; Wendy Smith, Executive Director; Tricia Needham, Finance Director; Ed & Maxine Johnston; Steve Bloomfield; Jay Hupp; Bob Williams; Jeff Neely; Jan Fancher, Auditor and CPA; and Skip Houser, General Counsel.

**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 March 7, 2023 were approved as presented.

**VI. CHECK CONTROL**

Commissioner Patterson presented the March 21, 2023 Check Control Report, and reported payroll and payroll liability electronic payments dated March 20, 2023 in the amount of \$34,584.36. Accounts payable check numbers 32058 through 32071 dated March 21, 2023 in the amount of \$60,876.35, and accounts payable electronic payments dated February 28, 2023 through March 21, 2023 in the amount of \$1,322.04 for a total accounts payable of \$62,198.39. The total General Fund checks and electronic payments in the amount of \$96,782.75 have been approved and accepted as presented.

**VII. ACTION/DISCUSSION ITEMS**

A) New Leases – Fungi Perfecti – Action

Commissioner Patterson made a motion to approve month to month leases with Fungi Perfecti, LLC for land and building at 241 Business Park Loop and land and building at 153 Henry Trusler Way. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

B) Peste Requests – Discussion

Director Smith gave the history of the requests and what the commission agreed to further discuss. The requests were:

1. Name the Business Park – Peste Business Park – Commission completed this by passing a motion to do that.
2. Would like to rename the road leading to the business park from W Business Pk Rd to Peste Way.
3. As new development comes to the business park ask that they retain the Peste name.

The commission asked staff to clarify with the family what the last request means and to reach out to the four affected tenants on how a road name change might affect their business. Commissioner Patterson will contact Mason Conservation District and Director Smith will contact the others. This will come back to a future meeting once we have clarification and more information.

#### C) Port and City of Shelton Land Exchange – Discussion

Director Smith provided the questions asked of the City for clarification after the meeting and provided the City's answers. The commission would like to see a map of the 40 acres showing what the City might be willing to exchange. They also would like to see the city explore other adjacent property owners, such as, Rayonier or Hall Equities. Staff will request the map and suggest the City explore other property owners first.

Commissioner Taylor asked to add annexation to the meeting agenda on April 18, 2023.

### VIII. STAFF COMMENTS

Director Smith updated the commissioners on the Community Economic Revitalization Board (CERB) Meeting last week. The commission discussed meeting conflicts, Commissioner Taylor will miss the first meeting in May and Commissioner Patterson will attend by phone for the first meeting in June. Director Smith announced the power in the 15,000 square foot section taken out by the fire should be up and running within a couple of weeks. Also, that the Port is getting ready to go out for Request for Qualifications (RFQ) for engineering/architecture services for the rebuild of the 30,000 square foot building lost by fire.

### IX. PUBLIC COMMENTS

Jeff Neely

Wanted to make sure the commission was aware of the Fire District 11 possible consolidation/merger with Fire District 5. He informed the commissioners that there is a town hall meeting on Thursday, March 30, 2023 @ 6PM at the fire station. He suggested it might be worth a commissioner attending. Commissioner Taylor will attend and speak for the Port. Commissioner Patterson will also attend. Mr. Neely also commented that he is impressed by the port commission and how they work together to be fully transparent and show concern for issues and researching the answers instead of just making decisions.

Bob Williams

Mr. Williams was a Port tenant for 30+ years. He would be concerned with B&O Tax and sewer and storm drain fees if annexed and it brings the City into Port business. This is not what he envisioned the Port should be. The Port is to assist businesses starting out and helping them become major tenants or go out on their own.

Steve Bloomfield

As far as annexation he said be careful. Also, on the land swap why swap contiguous land with non-contiguous. He said there are covenants on the City property as it is a watershed. Lots of questions and use caution.

Ed Johnston

City determined that they didn't want to do anything with the property proposed for exchange because it was needed for their watershed. This land is also watershed for Island Lake residents. Speaks against the land exchange and doesn't see a benefit to anyone except maybe the City.

**X. COMMISSIONER COMMENTS**

Commissioner Patterson will attend the Sheriff's breakfast on March 31. She attended the Chamber meeting last week with guest speaker Rachel Hansen. She discussed tourism and her plans for a 50-acre campus with a visitor center on Hwy 101 near Taylor Town within the Opportunity Zone. Encourages involvement.

Commissioner Buck said the EDC By-law committee wrapped up their process. No EDC meetings until after our next meeting.

Commissioner Taylor will attend the Fire District 11 meeting on March 30 and the Sheriff's breakfast.

**XI. ADJOURNMENT**

With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 2:45PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

