

Port of Shelton
Regular Commission Meeting Minutes
May 16, 2023

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of Shelton Commission at 2:00 PM on May 16, 2023.

The following persons were present: Commissioner Buck; Commissioner Patterson; Wendy Smith, Executive Director; Tricia Needham, Finance Director; Jeff Neely; Jan Fancher, Port Auditor and CPA; and Dedrick Allan Mason WebTV.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENTS

None

IV. ADOPT AGENDA

The agenda was amended to add lease approval under section VII item B) for Pyro Spectacular North. Agenda was adopted as amended.

V. APPROVE MEETING MINUTES

Meeting Minutes from the regular meeting on May 2, 2023 were approved as presented.

VI. CHECK CONTROL

Commissioner Patterson presented the May 16, 2023 Check Control Report. She reported payroll and payroll liability electronic payments dated May 5, 2023 in the amount of \$38,460.79. Accounts payable check numbers 32122 through 32135 dated May 16, 2023 in the amount of \$30,137.14, and accounts payable electronic payments dated May 2, 2023 through May 16, 2023 in the amount of \$1,212.53 for a total accounts payable of \$31,349.67. The total General Fund checks and electronic payments in the amount of \$69,810.46 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) Resolution 23-02 – Delegation of Authority - Action

Director Smith gave the background on the Delegation of Authority and that it had no updates since 2009. Back in the fall the Commission reviewed the current delegation and thought that it needed just a few items revised and clarified. Smith read the resolution aloud. Commissioner Patterson made a motion to adopt Resolution 23-02. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

B) Lease Approval – Pyro Spectacular North - Action

Director Smith provided the background on this lease. Pyro Spectacular came to the Port in 2019 and the pandemic left them with zero revenue as they do fireworks shows for sporting and other events and all of that was shut down. The Port allowed for flexibility to keep their containers on the site and reduce their land acreage until they could generate business. Now they are looking to renew their original lease for a 5-year term. Commissioner Patterson made a motion to approve the lease with Pyro Spectacular North for 10.4 acres at 200 E Export Rd. for a five-year term from June 1, 2023 through May 31, 2028. 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 shared that she has ordered new signage along Hwy 101 and Hwy 102 for the Peste Business Park change. This is a substantial project and once complete the Port will do a ribbon cutting inviting the media and the Peste family to attend.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS

Commissioner Patterson said she attended the Legislative Wrap Up and for good news about the session from our representatives. She will be headed to the WPPA Spring meeting for the rest of the week.

Commissioner Buck said she is also headed to the WPPA Spring meeting in Spokane and said the EDC has been extremely busy working on the Economic Development District (EDD). This district includes five other county EDC's and will make our areas in a better position to go after federal funding. They have hired a consultant for these efforts

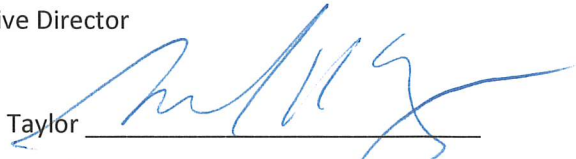
Commission Taylor will be headed to Spokane for the WPPA for this week as well. June 6 will be the next Port Commission Meeting.

XI. ADJOURNMENT

With no further business, Commissioner Buck adjourned the regular meeting of the Port of Shelton Commission at 2:25PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

