

Port of Shelton
Regular Commission Meeting Minutes
March 19, 2024

I. CALL TO ORDER

Commissioner Taylor called to order the regular meeting of the Port of Shelton Commission at 2:00 PM on March 19, 2024.

The following persons were present: Commissioner Buck; Commissioner Elmlund; Wendy Smith, Executive Director; Tricia Needham, Finance Director; Jeff Neely, and Kamryn Morgan.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENTS

Jeff Neely

Jeff has a drone and was curious if any research had been done about drone use at the airport as brought up at the last meeting by Commissioner Elmlund.

IV. ADOPT AGENDA

The agenda was adopted as presented.

V. APPROVE MEETING MINUTES

Meeting minutes from the March 5, 2024 regular meeting were approved as presented.

VI. CHECK CONTROL

Commissioner Buck presented the March 19, 2024 Check Control Report. Commissioner Buck reported no payroll and payroll liability electronic payments. She then reported accounts payable check numbers 32461 through 32477 dated March 19, 2024 in the amount of \$153,351.67 and accounts payable electronic payments dated March 11, 2024 through March 19, 2024 in the amount of \$1,789.09 for a total accounts payable of \$155,140.76. The total General Fund checks and electronic payments in the amount of \$155,140.76 have been approved and accepted as presented. Commissioner Buck reported that the LGIP account earned interest at a rate of 5.41% amounting to over \$26,000 for the month and a payment in the amount of approximately \$137,000 to Brumfield Construction for their last payment on the Belco sitework portion of the CERB project.

VII. ACTION/DISCUSSION ITEMS

None

VIII. STAFF COMMENTS

Director Smith reported that the CERB application met the threshold requirements and will move to the agenda for the May 16, 2024 CERB meeting for a presentation to the CERB Board for the partnership with Olympic Mountain Ice Cream. Smith also reported the application has been submitted to the County for the Sugar & Bean Coffee stand on the newly approved lease on Port property. Smith also reported she sat with the selection committee for the EDC Director and they interviewed three candidates on Monday. They are moving on to phase 2 but are hoping for an announcement of a hire in the near future.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS

Commissioner Elmlund talked again about getting further information around the parameters of drone use near the airport. Commissioner Elmlund also said he will attend the Chamber luncheon this Thursday at the Public Works office. Commissioner Elmlund has seen the LED stop signs with flashing red lights and thought this may be useful at some point to the Port.

Commissioner Buck said she was also a part of the interview panel and will be a part of the next meeting in phase 2 on March 29, 2024.

Commissioner Taylor reported that he will attend a PRTPO TAC meeting this Thursday and will attend the Sheriff's Breakfast on March 29, 2024.

XI. ADJOURNMENT

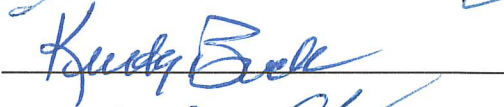
With no further business, Commissioner Taylor adjourned the regular meeting of the Port of Shelton Commission at 2:17PM.

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Elmlund

