

**Port of Shelton**  
**Regular Commission Meeting Minutes**  
February 3, 2009



**I. Call to order**

**Commission Chairman Miles** called to order the regular meeting of the **Port of Shelton Commission** at **2:00 p.m.** on February 3, 2009 in the **Port of Shelton Commission Chambers**.

The following persons were present: Commissioner Byrd, Commissioner Hupp, Terra Dittmer, Office Manager; Dennis Mc Donald, City Regional Project Manager; John Dobson, Brandon Harnish, Bill Rahn, Washington Pilot's Association; Dennis Frost, Olympic Air; Jim Veitz, Steve Bloomfield; Dale Hubbard, KMAS; Jeff Green, Shelton Journal.

**II. Business**

**Consent Calendar:**

**Terra Dittmer, Office Manager**, submitted the regular meeting minutes of January 20. Commissioner Byrd moved to ratify the regular meeting minutes of January 20, 2009 as submitted, Commissioner Hupp seconded the motion; motion carried unanimously.

**Terra Dittmer, Office Manager**, submitted the special meeting minutes of January 28. Commissioner Byrd moved to ratify the special meeting minutes of January 28, 2009 as submitted, Commissioner Hupp seconded the motion; motion carried unanimously.

**Action: Mason County Fire District 5 Agreement**, a summary of the agreement was read into record and is attached hereto, Commissioner Byrd moved to ratify as presented, Commissioner Hupp seconded the motion; motion carried with Commissioner Miles abstaining citing a conflict of interest as he is a stipend volunteer with the fire district.

**Update: Regional Utility Plan, Dennis Mc Donald, Regional Project Manager**, a copy of the Shelton Area Water and Wastewater Projects Presentation is attached hereto and incorporated herein.

Commissioner Hupp asked about the volume of bio-solids, two-three truck loads per week. Commissioner Byrd invited the presenter to attend a Commission workshop in the future for further discussions.

**Discussion: Mason County Ports Meeting**, Port of Shelton Commission will host Commissioners from the Ports of Allyn, Hoodspout, Grapeview and Dewatto in an open meeting workshop on February 10<sup>th</sup>. The meeting is intended to provide a venue for networking and discussion on subjects of common interest. The meeting is to be held on Tuesday, February 10, 2009 at the Port of Shelton Administration Office, 6:00-8:00 p.m.

**III. Public Comment**

**Brandon Harnish** asked the Commission about revenue lost from the new hangars sitting empty and offered to advertise in the Wings and Washington Aviation News publications.

**VI. Staff Comment**

**Terra Dittmer** reported that we are not quite ready for occupancy at the new hangars, within two weeks. She welcomed the opportunity to work with the aviators and advertising.

**Attorney Houser** stated that he did not request that Contract Negotiations to be on the executive Session Agenda and it would be to put it on for a study session, there is still a lot of work to be done.

**Al Frey** will attend the Shelton Yacht Club's member meeting, along with Commissioner Hupp, this Thursday. Department of Health conducted the Port's Waster System Sanitary Survey. "We have a good system, a couple rubber gaskets and a seam, decommissioning of well three at Sanderson, cross connection control is identified as a draft, minor things". Overall the survey was a success, "we have premise isolation, new pipes, something we should all be proud of". Our next water system update is due in 2011, it is every five years and can be up to a hundred thousand dollar idea.

**IV. Commissioner Comment**

**Commissioner Byrd** stated that he appreciated the members of the pilot community attending the Commission workshop last week, "outreach works".

**Commissioner Hupp** asked that we strike the "Contract Negotiations" from Executive Session.

**Commissioner Miles** stated that our crews have done a great job with our water system.

**Executive Session:** Chairman Miles recessed the special meeting into executive session for purposes of personnel matters. The Board recessed to executive session at 2:45 p.m., with notice that it would come back into regular session at approximately 5:00 p.m.

**V. Adjournment**

At 4:59 p.m. the Board adjourned from executive session, and came back into public session and with no additional business and no action taken, Chairman Miles adjourned the meeting of the Port of Shelton Commission at 4:58 p.m. in the Port's commission chambers.

Minutes submitted by: Terra Dittmer, Office Manager

Minutes approved by: Commissioner Miles, Commission Chair \_\_\_\_\_

Minutes approved by: Commissioner Byrd, Commissioner \_\_\_\_\_

Minutes approved by: Commissioner Hupp, Commissioner \_\_\_\_\_