

Port of Shelton
Regular Commission Meeting Minutes
March 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 March 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; Brandon Harnish, Jack Krause, Washington Pilot's Association; Dennis Frost, Olympic Air; Steve Bloomfield; Tom Wallitner, Shelton Flight; Dedrick Allan, KMAS; Jeff Green, Shelton Journal.

II. Business

Consent Calendar:

Terra Dittmer, Office Manager, submitted the regular meeting minutes of February 17. Commissioner Hupp moved to ratify the regular meeting minutes of February 17, 2009 as submitted, Commissioner Byrd seconded the motion; motion carried unanimously.

Action: City Utility easement Agreement Addendum Three, the amendment was read into record and is attached hereto, Commissioner Byrd moved to ratify as presented, Commissioner Hupp seconded the motion; motion carried unanimously.

Bid Results: Work Order 08.12.04 Building Three Restroom Construction, no bids received.

Announcement: Chairman Miles announced the posting of the job , the posting was read into record and is attached hereto, Commissioner Hupp moved to publish the posting as presented, Commissioner Byrd seconded the motion, motion carried unanimously.

III. Public Comment

None.

VI. Staff Comment

Terra Dittmer reported that she attended the Stronger Business Advertising workshop sponsored, in part, by KMAS. She also stated that the Managing Director Advertisement will be published in the Olympian, the Bremerton Sun, Shelton Journal and also on the WPPA and Port's websites.

Al Frey reported that the siding on building one is complete and encouraged the Commission to drive by and take a look, maintenance ordered the new tractor today. He also briefed the Commission on the citizen report of "rifling" at the Mason County Sportsman's Association. He thanked Jack Krause for his guidance and expertise on "crack sealing" the airport.

Patti Miller Crowley, stated that Brandon Palmer started work yesterday, she also said that we do have a "fall back" plan for the building three restroom construction, we may be using force account labor. Airport Master Plan; awaiting DOT comments on chapter six, feasibility determination, professional services agreement with Century West has been ratified.