

**Minutes  
Regular Meeting of the  
PORT OF CENTRALIA  
April 19, 2017  
Port Administrative Office  
3:00 PM**

Present: Commissioners Julie Shaffley, Matt Evans; Executive Director Kyle Heaton;  
Commissioner Dan Keahey via conference call  
Press: Susan Delaire, Business to Business  
Public: Richard Stride, Cascade; Ken Hash, PBS Engineering

- 1) **Call Meeting to Order/Introductions:** Commissioner Shaffley called the meeting to order at 3:00 p.m.
- 2) **Approval of Minutes:** Commissioner Evans made a motion to approve the regular meeting minutes of March 22, 2017. Commissioner Keahey seconded the motion. The motion carried.
- 3) **Approval of Warrants:** Commissioner Evans made a motion to approve warrants 19141 through 19182 with an aggregated amount of \$114,771.97. Commissioner Keahey seconded the motion. The motion carried.
- 4) **Old Business:** There was no old business to report.
- 5) **New Business:**
  - a) **Executive Director Report:** Kyle Heaton reported that engineer Hatton Godat Pantier wrote a letter on behalf of Cascade stating that the City of Centralia is demanding improvements to offsite catchbasins that have no nexus to the Cascade Mental Health Treatment and Evaluation Center project, where all stormwater needs are met onsite. He recommended that the Port write a letter to the City in support of Cascade to aid in furthering the project along. The Commissioners agreed.
  - b) **Lease Termination:** Commissioner Evans made a motion to approve the Agreement for Early Termination of Commercial Lease with Saylor Custom Controls for the facility located at 1708 Midway Court. Commissioner Keahey seconded the motion. The motion carried.

- c) **Small Works Project #17-02:** Commissioner Evans made a motion to approve the bid in the amount of \$4,089.96 submitted by Express Ironworks, Inc. for Small Works Project #17-02 Fencing – 3420 Galvin Road and to authorize the executive director to execute the necessary contract documents. Commissioner Keahey seconded the motion. The motion carried.
- 6) **Good of the Order/Public Comment:** Richard Stride thanked the Commissioners for their letter of support. He stated that issues with permitting with the City of Centralia have delayed the project several months. Kyle Heaton stated that the City Engineer wants to have the issue resolved as well.
- 7) **Executive Session:** Commissioner Evans made a motion to adjourn the meeting into executive session at 3:12 p.m. to discuss real estate and lease matters pursuant to RCW 42.30.110(1)(c). Commissioner Keahey seconded the motion. The motion carried. Kyle Heaton stated that executive session should last approximately twenty minutes with no possible decisions.
- 8) **Adjourn:** Commissioner Evans made a motion to adjourn the meeting at 3:39 p.m. Commissioner Keahey seconded the motion. The motion carried.

  
**JULIE SHAFFLEY, President**

  
**DANIEL KEAHEY, Vice-President**