

**Minutes
Regular Meeting of the
PORT OF CENTRALIA
August 29, 2018
Port Administrative Office
3:00 PM**

Present: Commissioners Julie Shaffley, Peter Lahmann, Dan Keahey; Executive Director Kyle Heaton
Press: Susan Delaire, Business to Business
Public: Susan Luond

- 1) **Call Meeting to Order/Introductions:** Commissioner Shaffley called the meeting to order at 3:00 p.m.
- 2) **Approval of Minutes:** Commissioner Keahey made a motion to approve the regular meeting minutes of July 18, 2018. Commissioner Lahmann seconded the motion. The motion carried.
- 3) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 20050 through 20116 with an aggregated amount of \$177,731.21. 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 reviewed the preliminary bid tabulation for Public Works Project #2018-001 Park 3 – Offsite Utilities. He said that South Sound Contracting is the apparent low bidder, but the Port's engineers are finalizing the bid tabulation for the Commissioner's next meeting. Kyle reported that Stihl Northwest waived contingencies on the Purchase and Sale Agreement and the transaction should close in the next couple of days. He said that the SEPA had been completed for the project. He also reported that LHC Group has elected not to renew their lease for the office space at 2120 Northpark Drive. He stated that the City of Centralia Planning Commission recommended approval for the Brotherson Road street vacation and it will go before the City Council for approval.
 - b) **Professional Services Contract:** Commissioner Lahmann made a motion to approve the professional services contract with AECOM Technical Services, Inc. for the design and construction management of the offramp for Centralia Station. Commissioner Keahey seconded the motion. The motion carried.

Commissioner Lahmann asked how AECOM was selected and if there was a bid procedure. Kyle said that engineers are not bid under public works. He said that the Port cross-referenced its Architect & Engineering roster with the Washington State Department of Transportation's list of approved engineers and then interviewed several firms.

- c) **Lease Agreement:** Commissioner Keahey made a motion to approve the Lease Agreement with Blanc Display Group for the building located at 3639 Galvin Road. Commissioner Lahmann seconded the motion. The motion carried.
 - d) **Lease Addendum:** Commissioner Keahey made a motion to approve the 1st Addendum to Lease with Linden Comansa America, LLC for the facility located at 3713 Northpark Drive. Commissioner Lahmann seconded the motion. The motion carried.
 - e) **Landscaping Agreement:** Commissioner Keahey made a motion to approve the Landscaping Agreement with Lewis County Mental Health Association. Commissioner Lahmann seconded the motion. The motion carried.
- 6) **Good of the Order/Public Comment:** There was no public comment made.
- 7) **Adjourn:** Commissioner Keahey made a motion to adjourn the meeting at 3:19 p.m. Commissioner Lahmann seconded the motion. The motion carried.


COMMISSIONER


COMMISSIONER