

**Minutes
Regular Meeting of the
PORT OF CENTRALIA
January 23, 2019
Port Administrative Office
3:00 PM**

Present: Commissioners Julie Shaffley, Peter Lahmann, Dan Keahey; Executive Director Kyle Heaton
Press: Susan Delaire, Business to Business; Katie Hayes, The Chronicle
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 January 9, 2019. Commissioner Lahmann seconded the motion. The motion carried.
- 3) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 20386 through 20406 with an aggregated amount of \$62,808.80. 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
 - b) **Resolution 2019-01:** Commissioner Keahey made a motion to approve Resolution 2019-01 Concerning the Adoption of Tax Anticipation Line of Credit Note with Columbia State Bank. Commissioner Lahmann seconded the motion. The motion carried.
 - c) **Detailed Site Plan Approval:** Commissioner Keahey made a motion to approve the Port Determination of Master Plan Compliance WhoDat Towers Commercial Complex Concept Site Plan Approval. Commissioner Lahmann seconded the motion. The motion carried.

Commissioner Lahmann asked if the Commissioners could have a two-hour financial training workshop. Commissioner Keahey said that he didn't need to go through training again but invited Commissioner Lahmann to meet with Kyle individually to answer any questions he may have. Kyle said that Commissioner Lahmann could be provided with quarterly financial statements to help him understand the Port's finances better.

Commissioner Lahmann asked if there was an update on the Mellen Street offramp. Kyle said that the Washington State Department of Transportation and Federal Highway Administration have moved the project back one year to 2020, citing the project's low priority for local support.

- 6) **Good of the Order/Public Comment:** Susan Luond asked if the Port's Master Plan is available on its website. Kyle Heaton said that it is.
- 7) **Executive Session:** Commissioner Keahey made a motion to adjourn the meeting into executive session at 3:12 p.m. to discuss real estate matters pursuant to RCW 42.30.110(1)(C). Commissioner Lahmann seconded the motion. The motion carried. Kyle Heaton stated that executive session should last approximately ten minutes with no decisions likely.
- 8) **Adjourn:** Commissioner Keahey made a motion to adjourn the meeting at 3:21 p.m. Commissioner Lahmann seconded the motion. The motion carried.



COMMISSIONER



COMMISSIONER