PORT OF CENTRALIA
Established 1986

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Minutes
Regular Meeting of the
PORT OF CENTRALIA
February 5, 2025
Port of Centralia Administrative Office & Via Teleconference
3:00 PM

Attendees: Commissioners: Kyle Markstrom, Peter Lahmann, and Julie Shaffley
Port Staff: Kyle Heaton, Executive Director; Amy Graber, Director of Finance
Port Counsel: Ray Liaw, Van Ness Feldman
Public: Jan Banevich; Gary Odegaard
Teleconference: 4 unknown callers

1) **Call Meeting to Order/Introductions:** Commissioner Markstrom called the meeting to order at 3:00 p.m.

2) **Approval of Agenda:** Commissioner Shaffley made a motion to approve the February 5, 2025, agenda as submitted. Commissioner Lahmann seconded the motion. The motion carried.

3) **Good of the Order/Public Comment:** Commissioner Markstrom opened the meeting to public comment and stated the rules regarding public comment.

4) **Approval of Minutes:** Commissioner Lahmann made a motion to approve the January 15, 2025, regular meeting minutes. Commissioner Shaffley seconded the motion. The motion carried.

5) **Approval of Warrants:** Commissioner Shaffley made a motion to approve warrants 24171 through 24201 with an aggregate amount of $151,981.05. Commissioner Lahmann seconded the motion. The motion carried.

Commissioner Lahmann asked if the job for Safecover Roofing went out to bid. Kyle Heaton replied that it was bid as a small works project and Safecover Roofing was the only responsive bidder.

6) **New Business:**

a) **Executive Director Report:** Kyle Heaton reported that he had been meeting with the City of Centralia and Lewis County regarding the proposed Harrison Avenue improvements. He also gave a brief overview of ongoing Port projects and a TransAlta meeting he attended.

Commission Shaffley made a motion to approved an addendum to the Sign Agreement with WinCo Foods for $72,054.00. Commissioner Lahmann seconded the motion.

Commissioner Lahmann said that he was not in favor of the sign because he thought the digital sign would be too bright for the neighborhood and was not the best use of money. Commissioner Markstrom and Commissioner Shaffley were supportive of the sign as part of

the agreement with WinCo Foods locating to the site and for the added value to Port-owned property in the area.

Commissioner Markstrom opened the agenda item for public comment. There was no public comment. Commissioner Lahmann opposed the motion. The motion carried.

b) **Small Works Project #24-17 Eastside Parcels Grading – Park 3:** Commissioner Lahmann made a motion to approve Pay Estimate #2 in the amount of $122,395.24 to Sterling Breen Crushing for Small Works Project #24-17 Eastside Parcels Grading – Park 3. Commissioner Shaffley seconded the motion. The motion carried.

Commissioner Markstrom opened the agenda item for public comment. There was no public comment made.

c) **Resolution 2025-03 Adopting Policies and Procedures in Compliance with Chapter 42.65 RCW, the Public Records Act:** Ray Liaw gave an overview of Resolution 2025-03. Commissioner Lahmann said that he did not know what the changes were and outlined his questions and concerns, which were individually discussed.

Commissioner Lahmann made a motion to approve Resolution 2025-03 Adopting Policies and Procedures in Compliance with Chapter 42.65 RCW, the Public Records Act, and Superseding All Prior Resolutions Dealing with Public Records and Disclosure. Commissioner Shaffley seconded the motion. The motion carried.

Commissioner Markstrom opened the agenda item for public comment. Jan Banevich, of Centralia, commented on the disclosure of personal contact information for requestors of public records.

d) **Commissioner Reports:** Commissioner Lahmann reported that he attended a Lewis County Board of County Commissioners meeting and a Centralia City Council Meeting.

Commissioner Shaffley congratulated Commissioner Lahmann on the recognition of his volunteerism. She reported that she attended the Centralia-Chehalis Chamber of Commerce Annual Banquet, where Port tenant Cascade Community Health was named Business of the Year, and the Economic Alliance of Lewis County board meeting.

Commissioner Markstrom had nothing to report.

7) **Adjourn:** Commissioner Shaffley made a motion to adjourn the meeting at 3:35 p.m. Commissioner Lahmann seconded the motion. The motion carried.

COMMISSIONER **COMMISSIONER**