PORT OF CENTRALIA
Established 1986

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Minutes
Regular Meeting of the
PORT OF CENTRALIA
January 17, 2024
Port of Centralia Administrative Office & Via Teleconference
3:00 PM

Attendees: Commissioners: Kyle Markstrom, Peter Lahmann, and Julie Shaffley
Executive Director: Kyle Heaton
Port Counsel: Tiffanie Ellis, Van Ness Feldman
Washington State Auditor's Office via Microsoft Teams: Lisa Carrell, Paul Griswold, and Jennie Cheng
Public: Jan Banevich; Cynthia Mudge, Centralia-Chehalis Chamber of Commerce; Lindy Waring, KELA; Bethany Milton; Jeremy Ashbeck; Chad Taylor; and Eric Sonnenberg, Economic Alliance of Lewis County
Teleconference: 6 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 Lahmann made a motion to approve the January 17, 2024, agenda as submitted. Commissioner Shaffley 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. Jan Banevich, of Centralia, commented on the response from Commissioner Markstrom and the surveillance footage of the Port's office parking lot she had recently received.

4) **Approval of Minutes:** Commissioner Shaffley made a motion to approve the January 3, 2024, regular meeting minutes. Commissioner Lahmann seconded the motion. The motion carried.

5) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 23536 through 23558 with an aggregate amount of $77,287.26. Commissioner Shaffley seconded the motion. The motion carried.

6) **New Business:**

   a) **Powell/WinCo PSA 10th Amendment:** Commissioner Lahmann made a motion to approve the Tenth Amendment to Purchase and Sale Agreement with WinCo Foods, LLC amending the Purchase and Sale Agreement with Powell Investment Company, LLC. Commissioner Shaffley seconded the motion. The motion carried.

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

b) **2000 Northpark Drive Lease Agreement:** Commissioner Shaffley made a motion to approve the Lease Agreement with Beacon Sales Acquisition, Inc for the building located at 2000 Northpark Drive. Commissioner Lahmann seconded the motion. The motion carried.

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

c) **I-5/Mellen St Connector – Stage 2 – Change Order:** Commissioner Lahmann made a motion to approve Change Order No. 4 with Scarsella Brothers in the amount of $40,264.68 for Stage 2 of the I-5/Mellen Street Connector project. Commissioner Shaffley seconded the motion. The motion carried.

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

d) **Centralia-Chehalis Chamber of Commerce Update:** Cynthia Mudge, executive director of the Centralia-Chehalis Chamber of Commerce, provided the Commissioners with a report on the Chamber's benefits to the Port and its tenants in 2023.

e) **SAO Audit Exit Conference:** Lisa Carrell, Paul Griswold, and Jennie Cheng of the Washington State Auditor's Office presented the Commissioners with the results from the recent audit for years 2020-2022. The SAO stated that the Port operations complied, in all material respects, with the applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources. Kyle Markstrom asked the State Auditor if they covered Citizen Hotline concerns during this audit. Lisa Carrell from the SAO replied they did receive concerns from citizens and found no findings.

f) **Commissioner Reports:** Commissioner Lahmann had nothing to report.

Commissioner Shaffley thanked Amy Graber for her work on the audit.

Commissioner Markstrom thanked Port staff for their all of their work. He added that he attended the last Mayor's meeting. He also announced that he will be participating in an upcoming town hall meeting on January 31, 2024.

7) **Adjourn:** Commissioner Shaffley made a motion to adjourn the meeting at 3:36 p.m. Commissioner Lahmann seconded the motion. The motion carried.

COMMISSIONER **COMMISSIONER**