PORT OF CENTRALIA
Established 1986

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Minutes
Regular Meeting of the
PORT OF CENTRALIA
January 5, 2022
Port of Centralia Administrative Office & Via Teleconference
3:00 PM

Attendees: Commissioners: Kyle Markstrom, Peter Lahmann, Julie Shaffley
Executive Director: Kyle Heaton
Public: Alicia Fox, Centralia-Chehalis Chamber of Commerce; Bob Jackins; Brian Dow, and Jan Banevich
Teleconference: No 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 5, 2022, agenda as submitted. Commissioner Shaffley seconded the motion. The motion carried.

3) **Approval of Minutes:** Commissioner Shaffley made a motion to approve the December 1, 2021, regular meeting minutes. Commissioner Lahmann seconded the motion. The motion carried.

4) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 22209 through 22259 with an aggregate amount of $101,188.39. Commissioner Shaffley seconded the motion. The motion carried.

5) **New Business:**

   a) **Executive Director Report:** Kyle Heaton reported that the Port's maintenance crew has been focused on snow removal the past week. He said that the parking lots were plowed early and often for several days, with most lots being cleared on the first snow day. The snow plow sustained slight damage but the crew was able to repair it so that it can continue working in case of another snow event. He said that the river is being monitored for snow melt.

   Kyle stated that the 1920 Gallagher Road house demolition is nearly complete. The project was shut down for the holidays and illness.

   Kyle said that he spoke with the Washington State Department of Transportation. They had expected to receive all of the Federal Highway Administration's signatures by the end of December but they don't have them yet. He said that WSDOT is aware that it is January and the project needs to go to bid, so hopefully by the next Commission meeting the signatures will have been received.

   b) **Committee Assignments:** Commissioner Lahmann corrected the Committee Assignment list statting that the Lewis County Economic Development Council is now the Economic Alliance of Lewis County.

c) **Committee Reports:** There were no committee reports made.

d) **Lease Agreement:** Commissioner Shaffley made a motion to approve the Lease Agreement with 4Legz LLC for 1711 Midway Court. Commissioner Lahmann seconded the motion. The motion carried.

Kyle Heaton said that InnerSpace Systems had leased the building for 20 years. Their lease is expiring at the end of the month and the company is relocating to Texas. 4Legz is bursting at the seams of their current building. The Port will be doing some standard updating, such as upgrading the lighting, minor interior demolition, and painting and floor coverings prior to the new lease. He said that 4Legz has been a good tenant that continues to grow in leaps and bounds. The new building should accommodate them for the next five years.

Commissioner Markstrom asked if 4Legz will continue to occupy their current location or if this will be complete move. Kyle Heaton replied that they will be giving up their current building and moving to 1711 Midway Court. He said that it will allow them to add a second production line.

Commissioner Shaffley said that it was great to hear that 4Legz was doing so well.

Commissioner Markstrom said that it was sad to see a longtime tenant leave but that it is great news that the Port can accommodate a tenant that is here and doing good things.

6) **Adjourn:** Commissioner Markstrom adjourned the meeting at 3:06 p.m. for the Industrial Development Corporation meeting.

7) **Reconvene:** Commissioner Markstrom reconvened the meeting at 3:09 p.m.

8) **Good of the Order/Public Comment:** Jan Banevich, of Centralia, said that she would like to remind the Port that the definition of 'transparent' is "a) free from pretense or deceit; b) easily detected or seen through : obvious; and c) readily understood," which they still don't have from the Port. She said that they still don't get adequate information when making a record request. She said that she still sends emails to the Port with simple questions and no answers.

Brian Dow, of Centralia, asked if the committee assignments last a year and are done every year. Commissioner Markstrom replied that they do them every January. Brian Dow asked if it was done the same as the board positions. Commissioner Markstrom confirmed that it was.

Commisioner Lahmann said that the Washington Public Ports Association will have their legislative update coming up, though he wasn't certain of the exact date. He also stated that Lewis County announced that there are now smartphone notifications that you can sign up for to alert you if you were in the proximity of someone who has tested positive for COVID and you know to go get tested. He said that with the uptick in COVID cases it might be worthwhile to look into it at the Department of Health and the COVID Response Network.

9) **Adjourn:** Commissioner Lahmann made a motion to adjourn the meeting at 3:12 p.m. Commissioner Shaffley seconded the motion. The motion carried.

COMMISSIONER

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2022 Committee Assignments

Committee	Commissioner/Staff	Alternate
Economic Alliance of Lewis County	Shaffley	Markstrom
Centralia-Chehalis Chamber of Commerce Board of Directors	Shaffley	N/A
.09 Committee	Markstrom	Shaffley
Washington Public Ports Association Trustee	Markstrom	Lahmann
uthwest Washington Economic Development District (SWEDD)/Southwest Washington Regional Transportation Planning Organization (SWRTPO)	Markstrom	Heaton
Mayor's Meeting	Lahmann	Markstrom