PORT OF CENTRALIA
Established 1986

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Minutes
Regular Meeting of the
PORT OF CENTRALIA
June 5, 2024
Port of Centralia Administrative Office & Via Teleconference
3:00 PM

Attendees: Commissioners: Kyle Markstrom, Julie Shaffley, and Peter Lahmann
Port Staff: Kyle Heaton, Executive Director; Amy Graber, Director of Finance
Port Counsel: Ray Liaw, Van Ness Feldman
Public: Jan Banevich; Jennifer West; and Cynthia Mudge
Teleconference: 7 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 June 5, 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 traffic at the Centralia Station development project.

   Cynthia Mudge, executive director of the Centralia-Chehalis Chamber of Commerce, announced several upcoming Chamber events.

4) **Approval of Minutes:** Commissioner Shaffley made a motion to approve the May 15, 2024, regular meeting minutes. Commissioner Lahmann seconded the motion. The motion carried.

5) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 23773 through 23806 with an aggregate amount of $108,012.13. Commissioner Shaffley seconded the motion. The motion carried.

6) **New Business:**

   a) **Executive Director Report:** Kyle Heaton gave a brief update on ongoing Port maintenance projects. He discussed the Washington State Department of Transportation efforts for traffic congestion relief on I-5 between Centralia and Chehalis. He added that the Port received one bid for a surplus house on S Yew Street, formerly Alder Street, and the successful bidder will remove the house to another property, alleviating demolition costs.

      Commissioner Lahmann commented that he saw the legal ad for the house and stated that the Port should have held a public hearing declaring it surplus. Kyle Heaton replied that the Port

held a public hearing in 2023 where the Commissioners approved Resolution No. 23-05. Commissioner Markstrom said that legal counsel was present at the hearing where all property in Park 3 was declared surplus and that Commissioner Lahmann voted no on the resolution. Commissioner Lahmann said that he did not recall. He suggested that the Port could have done a boundary line adjustment and saved around $350,000.00 rather than purchasing the property. Kyle Heaton replied that would not have worked because the City increased the right-of-way requirements from the standard 60 feet to 75 feet after the project was already moving forward and the property will be developed for a good return on investment in the future. Commissioner Lahmann noted that he had voted in favor of purchasing the property.

b) **Social Media/Public Records Policy Review:** Ray Liaw gave a brief overview on the Port's social media policy and discussed what social media actions constitute public record.

Commissioner Lahmann stated that he thought Port Commissioners and staff should be issued cell phones for Port business. Ray Liaw recommended against using personal phones for Port-related text messages, but phone calls were not public record.

c) **Commissioner Reports:** Commissioner Shaffley congratulated Amy Graber on her 20 years of service to the Port of Centralia. Amy Graber thanked Kyle Heaton and both past and present Commissioners for their support and said that she was very proud of the growth the Port has seen over her career. Commissioner Markstrom said that Amy Graber's contributions to the Port could not be overstated.

Commissioner Lahmann reported that he attended a Centralia City Council meeting, a Lewis County Board of County Commissioners meeting, and a Chehalis River Basin Flood Authority meeting. He commented that he had asked Kyle Heaton a few months prior for a list of properties the Port has for sale. He said that he received a list of properties within the Port's footprint and wondered why he could not get the list of properties that are for sale. He said that it helps with the Port's marketing if they know what they have. Commissioner Markstrom replied that the Port's staff is in charge of the marketing strategy and what they have done so far is working. Kyle Heaton said that the Port does not carry real estate listings on every piece of property the Port owns based on the liability it would create. He said that it was a lot more complicated than a car lot and the Port identifies target companies and then identifies target properties. He said that the key was to read the list that Commissioner Lahmann was provided. He commented on the Harrison Avenue/Sandra Avenue interchange and said that the Port should be at the table on the project. Commissioner Markstrom replied that he and Kyle Heaton are in contact with the Lewis County Commissioners and the Lewis County Director of Public Works regarding the project. Commissioner Lahman asked when the next Port meeting would be held. Kyle Heaton replied that the second meeting in June would be cancelled due to the federal holiday, but a special meeting would be held June 20, 2024, for the dedication of Art Lehman Avenue, where no Port business will be taking place.

Commissioner Markstrom reported that he would be attending a .09 Committee meeting.

7) **Adjourn:** Commissioner Shaffley made a motion to adjourn the meeting at 3:42 p.m. Commissioner Lahmann seconded the motion. The motion carried.

COMMISSIONER

COMMISSIONER