PORT OF CENTRALIA
Established 1986

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Minutes
Regular Meeting of the
PORT OF CENTRALIA
March 1, 2023
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: Ray Liaw, Van Ness Feldman, LLP
Press: Owen Sexton, The Chronicle
Public: Dawn Merchant, Rick Reichardt; Jan Banevich; Elizabeth Stuart; Chad Campbell; Eric Sonneberg; Elizabeth Cameron; Cynthia Mudge; and Bob Jackins
Teleconference: Five 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 March 1, 2023, 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.

   Cynthia Mudge, of the Centralia Chehalis Chamber of Commerce, discussed the Chamber's upcoming events.

   Jan Banevich, of Centralia, commented that the Port Commission is not following its own rules regarding Resolution 2023-01 by not responding to public comment. Commissioner Markstrom stated that it was up to the discretion of the Port Commission if they choose to respond and the purpose of Article 6 is to allow as many people to provide public comment before responding to any if they choose to. Ms. Banevich asked Ray Liaw, Port counsel, to respond. Ray Liaw responded this section of the Resolution is more of a timing issue instead of an obligation to respond to public comment.

4) **Approval of Minutes:** Commissioner Shaffley made a motion to approve the February 15, 2023, regular meeting minutes. Commissioner Lahmann seconded the motion. The motion carried.

5) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 22951 through 22975 with an aggregate amount of $376,293.25. Commissioner Shaffley seconded the motion. The motion carried.

   Commissioner Lahmann asked what the procedure for Warrant #22975 to the Silver Agency for website design was and why he didn't see an RFP. Kyle Heaton responded that there was no RFP nor is one required and the Port of Centralia selected The Silver Agency as the Port has worked with them in the past. The Silver Agency has all of the Port's artwork, they were able to get the new website launched quickly, and the cost was significantly less than the Port's last

website rebuild. He continued that the Port welcomes any input on the website as it is a work in progress. Commissioner Lahmann stated that he wasn't aware of the update until it launched and would have liked to provide input. Kyle Heaton stated to please provide any suggestions and he will forward them on to the designer.

6) **New Business:**

a) **Executive Director Report:** Kyle Heaton reported that the Brotherson Road Apartments demolition is nearly complete and thanked Lewis County Commissioner Swope for allowing the contractor to use LeMay directly, saving the taxpayers a lot of money. He continued that the Port is working very closely with WinCo, their engineers, and the Port's engineers for their site plan design and hope to have submittal to the City of Centralia within the next month. He stated Midway Construction is moving along with the project and, overall, the project is going well other than some theft issues of their equipment after hours.

Kyle Heaton gave a brief update of ongoing maintenance and is looking at removing the tree reported by Commissioner Lahmann near UNFI and will work with the City of Centralia due to its proximity to the power lines.

Kyle Heaton reported on the temporary construction entrance to Linden Comansa and stated that Roglin's has finished the overhead door. He hopes to have the remaining construction project out to bid soon.

Kyle Heaton stated that there will be some upcoming meetings by the City of Centralia and Lewis County regarding the North County Industrial Access.

b) **Commissioner Reports:** Commissioner Shaffley reported that she and Mayor Smith-Johnston are hosting a nuts-and-bolts class on being a candidate for election. She said that the class is for anyone who has not previously run for candidacy. She said the class will be held on March 4, 2023, from 9:00 a.m. to 4:00 p.m.

Commissioner Lahmann stated that on Saturday at Pioneer School in Dupont there will be Washington State's Patriotic Day hosted by the Washington State Department of Veteran's Affairs and other organizations.

Commissioner Markstrom stated that he attended the stakeholder meeting on the North County Industrial Access and will be attending a .09 Committee meeting on Friday. He stated that he also included in the Port meeting packet a copy of the 2023 committee assignments, the Port's Code of Ethics Policy, and some additional information for Commissioners to review.

7) **Adjourn:** Commissioner Shaffley made a motion to adjourn the meeting at 3:15 p.m. Commissioner Lahmann seconded the motion. The motion carried.

Dale Lahmann
COMMISSIONER

COMMISSIONER