

PORT OF ILWACO
MINUTES
January 03, 2023

COMMISSION MEETING

Chairman Smith opened the Commissioner's regular meeting at 4:00 PM. Those present were Commissioner Shirley, Port Manager Demase, Admin/Acct Asst Niles and Admin/Acct Asst Kosa. Commissioner Bennett attended via Zoom and Finance Director Redburn was absent.

Chairman Smith requested the Executive Session to be moved before Old Business.

- Approval of minutes from the December 20, 2022 Commission Meeting.

Commissioner Shirley entered a motion to approve the minutes from the December 20, 2022, Commission Meeting.

Commissioner Bennett seconded; the **motion carried** by voice vote.

- Approval of vouchers 19680 through 19700 and electronic fund transfer payments in the amount of \$15,534.03.

Commissioner Bennett entered a motion to approve vouchers 19680 through 19700 and electronic fund transfer payments in the amount of \$15,534.03

Commissioner Shirley seconded; the **motion carried** by voice vote.

- PUBLIC COMMENT

D. Berger – Question about Port Attorney

S. Walker – Landscaping position open at the Port of Ilwaco

M. Cassinelli – Look forward to seeing landscaping done in 2023 at the Port and City

- EXECUTIVE SESSION – Review the performance of a public employee – RCW 42.30.110(1)(g)

Chairman Smith recessed the regular meeting into executive session at 4:25 PM and stated the executive session will conclude at 4:35 PM. Chairman Smith stated the purpose of the executive session is to review the performance of a public employee pursuant to RCW 42.30.110(1)(g). The Port does intend on taking action following the executive session.

The Executive Session ended, and the regular Port Commission meeting was reconvened at 4:35 PM.

- **UNFINISHED BUSINESS**

- Competitive Wage Scale

Commissioner Smith proposed a 2023 wage increase effective January 1, 2023. The Commission discussed a possible step program moving forward.

Commissioner Shirley entered a motion to approve the proposed adjusted salary cap to facilitate new wages.

Commissioner Bennett seconded; the **motion carried** by voice vote.

- **NEW BUSINESS**

- **Appoint Officers of the Commission**

Commissioner Bennett entered a motion to appoint Butch Smith as chairman of the Commission and Alan Bennett as Secretary of the Commission for 2023.

Commissioner Shirley seconded; the **motion carried** by voice vote.

- **Affirm the Appointment of the Port Auditor and Port Attorney**

Commissioner Shirley made a motion to affirm the appointment of Mari-Anna Redburn as Port Auditor for 2023 and to affirm the appointment of the law firm Haglund Kelly LLC as Port Legal Counsel for 2023.

Commissioner Bennett seconded and **the motion carried via voice vote**.

- **Renew Authority of Port Manager to sell surplus under \$2,500 for 2023**

Commissioner Shirley made a motion to renew the authority of the Port Manager to sell surplus items under \$2,500 for 2023.

Commissioner Bennett seconded and **the motion carried via voice vote**.

- **OPERATIONS REPORTS**

Manager's Report: The RCO Restroom Project update; East Bulkhead Project update; Dredge update; Landscaping RFQ update; January 4th -5th CPA will be in Port Office; Crab Pot Tree coming down mid-January; Boat Yard update; Port of Ilwaco and Port of Chinook meeting scheduled for January 24th.

Finance Report: Absent.

- **COMMISSIONERS REPORT**

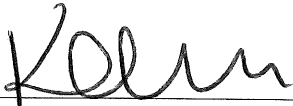
Chairman Smith: Good job on Bulkhead Project with Engineers and Happy New Year.

Commissioner Shirley: Thank you everyone for all your hard work.

Commissioner Bennett: Appreciate all the hard work.

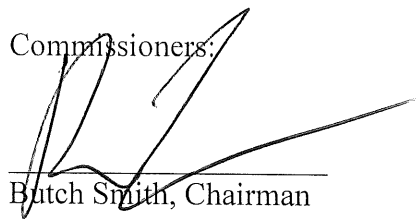
The meeting was adjourned at 4:58 PM by **Chairman Smith.**

Minutes submitted by Kari Kosa for approval on January 24, 2023.



Kari Kosa, Acct/Admin Asst

Commissioners:



Butch Smith, Chairman



Mike Shirley



Alan Bennett

