

**PORT OF BENTON
SPECIAL COMMISSION MEETING MINUTES
May 27, 2020**

- A. CALL TO ORDER:** The Special Commission Meeting was called to order at 2:00 p.m. at the Port of Benton Commission Meeting Room, 3250 Port of Benton Boulevard, Richland, Washington. Present were Commissioners Jane F. Hagarty, Roy D. Keck and Robert D. Larson. Staff members present included Port Counsel, David Billetdeaux; Executive Director, Diahann Howard, PPM®; Interim Director of Finance, Karen Schmidt; Director of Economic Development & Government Affairs, Miles Thomas; Administrative Tech, Summers Miya; Danielle Connor; Director of Marketing, Wally Williams (via remote telecommunications); Senior Accountant, Veronica Serna (via remote telecommunications); Facilities Manager, Ron Branine (via remote telecommunications); Airport Manager, Joe Walker (via remote telecommunications); Director of Real Estate, Teresa Hancock (via remote telecommunications) and Cara Hernandez (via remote telecommunications).

The Commission Meeting was conducted using the CDC (Centers for Disease Control) recommended social distancing protocols for COVID-19 with Commissioners meeting in-person; public attending remotely and Port staff members participating in-person or remotely, and said meeting was noticed as required by RCW 42.30.070.

Commissioner Hagarty will read action items aloud alphabetically by last name and ask that each commissioner signify their vote by announcing 'Yay' or 'Nay' aloud. Further, when a Commissioner wishes to speak, the name of the Commissioner will be announced for those using remote telecommunications.

- B. PLEDGE OF ALLEGIANCE:** Commissioner Robert D. Larson led those present in reciting the Pledge of Allegiance.
- C. EXECUTIVE SESSION:** The Special Commission Meeting was recessed at 2:05 p.m. and an Executive Session was convened pursuant to RCW 42.30.110(1)(g) to meet with the Director of Finance candidate. The Commission announced the Executive Session would last forty (40) minutes. At 2:45 p.m. the Commission announced the Executive Session would last an additional ten (10) minutes. At 2:55 p.m. the Executive Session was adjourned, and the regular Commission Meeting was reconvened.
- D.** Commissioner Roy Keck authorized a motion to approve the employment negotiation with Danielle Connor for the Director of Finance and Auditor position with the Port of Benton at a salary of \$125,000/year.

A motion was made by Commissioner Roy Keck, seconded by Commissioner Robert Larson, and unanimously passed by the Commission approving motion to move forward with the negotiations to hire Danielle Connor as the Port's Director of Finance and Auditor.

- E. **ADJOURNMENT:** With no further business, the Special Commission meeting was adjourned at 3:03 p.m.



Roy D. Keck,
Commission Secretary