



Serving what matters today, with a view for tomorrow.

**Port of Kingston Board of Commissioners  
Regular Meeting  
Minutes**

**May 6, 2021 at 8:30 a.m.**

**Meeting called by:** Port of Kingston Commissioners  
**Type of meeting:** Special Meeting  
**Location:** Zoom Meeting

<b>Commission in Attendance</b>	<b>Staff in Attendance</b>	<b>Public in Attendance</b>
Laura Gronnvoll Steve Heacock Mary McClure	Greg Englin Wendie McDonald Tarah Dofelmier	Keith Gurnee

**1. CALL TO ORDER:** Meeting called to order at 8:37 a.m. by Commissioner Gronnvoll.

**2. APPROVAL OF AGENDA:**  
 Motion: Approve agenda as written  
 Moved: Commissioner McClure  
 Second: Commissioner Gronnvoll  
 Vote: Pass 2-0

**3. PUBLIC COMMENT:** Citizens may address the Commission regarding any item related to Port business, including items on the agenda.

No public comment

**4. ACTION ITEMS**

**A. Approve Executive Director to negotiate an agreement with GPlanz for Master Plan Consulting for an amount not to exceed \$15,000.00.**

**Discussion:** Executive Director requests an agreement with Gplanz for Master Plan consulting for an amount not to exceed \$15,000.00. The contract with Keith Gurnee (Gplanz) is for planning and facilitation services and the final scope of work has been completed. Commission previously approved



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\$25,000.00 for Master Planning which is included in this amount to be approved.

**Motion:** Approve Executive Director to negotiate an agreement with GPlanz for Master Plan Consulting for an amount not to exceed \$15,000.00

**Moved:** Commissioner McClure

**Second:** Laura Gronnvoll

**Vote:** Pass 2-0

**B. Approve Executive Director to negotiate an agreement with Kingston Farmers Market DBA Kingston Public Market.**

**Discussion:** Commissioner Gronnvoll noted the changes that need to be addressed including day of week and description of what is sold as a public market.

**Motion:** Approve Executive Director to negotiate an agreement with Kingston Farmers Market DBA Kingston Public Market

**Moved:** Commissioner McClure

**Second:** Commissioner Heacock

**Vote:** Pass 3-0

**C. Rescind Resolution 04-04-2021 and approve Resolution 05-01-2021 to correct the grant match awarded by RCO to \$421,250.00 and the Port's non grant match amount to \$192,750.00.**

**Discussion:** Executive Director Englin reported the numbers were reversed on the previous resolution, so this new resolution corrects that.

**Motion:** Rescind Resolution 04-04-2021 and approve Resolution 05-01-2021 to correct the grant match awarded by RCO to \$421,250.00 and the Port's non grant match amount to \$192,750.00

**Moved:** Commissioner Heacock

**Second:** Commissioner McClure

**Vote:** Pass 3-0

**5. PUBLIC COMMENT:** Citizens may address the Commission regarding any item related to Port business, including items on the agenda.

Mr. Gurnee thanked the Commission and stated he is looking forward to working with the Port.



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**6. NEXT REGULAR MEETING:** Wednesday May 26, 2021 at 6:30 p.m. Via Zoom

**7. ADJOURN:**

**Motion:** Adjourn meeting at 8:45 a.m.

**Moved:** Commissioner Heacock

**Second:** Commissioner McClure

**Vote:** Pass 3-0

DocuSigned by:  
*Laura Gronnvoll*  
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Laura Gronnvoll, Commissioner

Attest:

DocuSigned by:  
*Steve Heacock*  
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Steve Heacock, Commissioner

DocuSigned by:  
*Greg Englin*  
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Greg Englin, Executive Director

DocuSigned by:  
*Mary McClure*  
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Mary McClure, Commissioner