



Port of Woodland

Business is better here.

PORT OF WOODLAND Meeting Minutes December 1, 2016

A regular meeting of the Woodland Port Commission was held on December 1, 2016 in the office of the Port of Woodland, 115 Davidson Avenue, Woodland, Washington. President Cline called the meeting to order at 3:01 P.M.

Those present were:	President	Paul Cline
	Secretary	Dale Boon
	Commissioner	Gerald Peterson
	Executive Director	Jennifer Keene
	Auditor	Carol Moore

Guests present: See List

CALL TO ORDER

OPENING REMARKS

- A. Pledge of Allegiance**
- B. Approval of Agenda**

**Secretary Boon made a motion to approve the agenda, as presented.
Commissioner Peterson seconded the motion.**

Vote was unanimous. The motion was carried.

PUBLIC COMMENT (5-minute limit)

A. Items ON the agenda

None

B. Items NOT ON the agenda

None

INTRODUCTION

A. Introduction of City of Woodland Public Works Director Michael Strauch

Executive Director Keene introduces Pete Boyce, City of Woodland Administrator. Pete Boyce introduces the city's new Public Works Director, Michael Strauch.

Executive Director Keene gives a short presentation introducing the Port of Woodland to Pete and Michael and discussing concerns the Port has in city infrastructure for future industrial development. In turn, Pete and Michael outline their goals for the city, which includes a feasibility study on infrastructure capacity.

Discussion on a partnership between the City of Woodland and the Port of Woodland.

ACTION ITEMS

A. Newspaper of Record

Commissioner Boon made a motion to keep the newspaper of record The Daily News, and anything involving bids and legal notices, be posted in The Reflector. Secretary Peterson seconded the motion.

Vote was unanimous. The motion was carried.

B. 2017 Hay Maintenance Bids

President Cline opens and reads into record the one sealed bid the Port received (see exhibit A). Bid information is as follows:

Bid is received from Dean Boon

Site 1 - 25 acres at Schurman and Port Way. Bid of \$50.00 per acre for a total bid of \$1,250.00.

Site 2 - 2 acres at Schurman Way. No bid.

Site 3 - 13 acres at Guild Road block 1608 to 1650. Bid of \$45.00 per acre for a total bid of \$585.00.

Total bid \$1,835.00.

President Cline made a motion to accept the haying maintenance bid from Dean Boon for Site 1 – the 25 acres at Schurman Way and Site 3 – the 13 acres at Guild Road block 1608 to 1650 in the amount of \$1,835.00. Commissioner Peterson seconded the motion.

Vote was as follows: President Cline – yes; Secretary Boon – abstain; Commissioner Peterson – yes. The motion was carried.

UNFINISHED BUSINESS

A. Port Website

The draft design of the Port's website is ready for viewing.

NEW BUSINESS

A. 2017 Organizational Assignments

Discussion of assignments.

B. 2017 Holiday Schedule

Discussion of 2017 holiday schedule.

C. 2017 Port Meeting Schedule

Discussion of 2017 Port meeting schedule.

UPCOMING MEETINGS

Dec. 1 at 5 PM Chamber After Hours Lewis River Golf Course

Dec. 15 at 5 PM Board Meeting

Dec. 15 at 3 PM Work Shop

EXECUTIVE DIRECTORS REPORT

Update: Burlington Northern approving West Rail project

Update: Telecommunications Request

Update: Conversation with Jeff Woolever

Update: Channel Deeping Meeting – November 30. The topic was the upcoming drafting of a new Dredge Management Plan. The Port of Woodland needs to adopt a SEPA Resolution.

COMMISSIONERS REPORTS

None

ADJOURNMENT

Commissioner Peterson made a motion to adjourn. Secretary Boon seconded the motion. Vote was unanimous. The motion was carried.

President Cline declared the Regular Meeting adjourned at 4:18 P.M.

WOODLAND PORT COMMISSION



Paul Cline, President



Dale Boon, Secretary



Gerald Peterson, Commissioner

Attest:



Carol Moore, Port Auditor

PORT OF WOODLAND
COMMISSION MEETING

12/1/16

GUEST LIST: Please sign your name and the organization you represent.

	<u>NAME</u>	<u>ORGANIZATION</u>
1.	<u>Pete Boyce</u>	<u>City of Woodland</u>
2.	<u>MIKE STRAUCH</u>	<u>CITY OF WOODLAND</u>
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____
16.	_____	_____
17.	_____	_____
18.	_____	_____
19.	_____	_____
20.	_____	_____

Bid Submission Form

#2016-02 Haying Maintenance for 2017

Name: DEAN BOON

Address: 101 Green Mt Loop City: Woodland State: WA Zip: 98674

Contact Phone Number: 360-772-3246 Email: Farmall.boon@gmail.com

Please indicate which site you are bidding on and the amount of the bid:

Site 1: 25 Acres at Schurman Way and Port Way

\$ 50.00 per acre = \$ 1,250.00

Site 2: 2 Acres at Schurman Way and Guild Road

\$ _____

Site 3: 13 Acres at Guild Road Block 1608-1650

\$ 45.00 per acre = \$ 585.00

Combined Bid Offer of All Sites

\$ _____

1250.00
585.00
\$ 1835.00

Signature: 

Date: 11/22/2016