



# Port of Woodland

Business is better here.

## **PORT OF WOODLAND Meeting Minutes March 2, 2017**

A regular meeting of the Woodland Port Commission was held on March 2, 2017 in the office of the Port of Woodland, 115 Davidson Avenue, Woodland, Washington. President Cline called the meeting to order at 3:00 P.M.

Those present were:	President	Paul Cline
	Secretary	Excused Absence
	Commissioner	Gerald Peterson
	Executive Director	Jennifer Keene
	Auditor	Carol Moore
	Guests present:	See List

### **CALL TO ORDER**

### **OPENING REMARKS**

#### **A. Pledge of Allegiance**

President Cline states that Secretary Boon is excused from the meeting.

#### **B. Approval of Agenda**

Discussion: Agenda will be amended as follows:

- Remove Action Item A – Rail Reload Lease Lots 11-13 Schurman Way Industrial Park

**Commissioner Peterson made a motion to approve the agenda as amended.  
President Cline 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

**MINUTES**

**A. February 22, 2017 Workshop**

**Commissioner Peterson made a motion to approve the minutes of the February 22, workshop, as presented. President Cline seconded the motion.**

**Vote was unanimous. The motion was carried.**

**B. February 22, 2017 Regular Meeting**

**Commissioner Peterson made a motion to approve the minutes of the February 22, regular meeting, as presented. President Cline seconded the motion.**

**Vote was unanimous. The motion was carried.**

**ACTION ITEMS**

**A. Removed per motion**

**B. Capital Community Development Project Award(s) (CCDP)**

For the Record: Secretary Boon joins the meeting via conference call.

Discussion on the two qualifying applications for CCDP funds. Presentations were made at the February 22 Commission meeting.

**Commissioner Peterson made a motion to award Woodland Middle School \$7,200.00 for 18 robotic kits. Secretary Boon seconded the motion.**

**Vote was unanimous. The motion was carried.**

**Commissioner Peterson made a motion to award up to \$2,500.00 to Woodland Historical Museum per their application. President Cline seconded the motion.**

**Vote was unanimous. The motion was carried.**

For the record: Phone conference concluded

## **UNFINISHED BUSINESS**

### **A. ELS Contract for NEPA/SEPA Columbia River Channel Deepening Maintenance**

Michelle, representing ELS, is here to answer any questions the Commission has in regards to the SEPA/NEPA process.

**President Cline made a motion to enter into a contract with ELS for consulting purposes for the SEPA/NEPA process. Commissioner Peterson seconded the motion.**

**Vote was unanimous. The motion was carried.**

### **B. Dike Road Update**

Executive Director Keene gives a short update on the concerns of the integrity of Dike Access Road near Austin Point. She has followed up by phone with Diking District Commissioner Matt Peterson, after he spoke during public comment (Port Commission meeting of February 23) about a letter sent by the Diking District in regards to the damage to Dike Road. Executive Director Keene states the Port never received the letter Commissioner Matt Peterson spoke about. She suggests attending the Diking District meeting on March 16 to give their Commission an update on her meeting with the County and address their concerns. She would like to suggest that the Port of Woodland and the Diking District work together to request the Cowlitz County Commissioners to include a project to improve Dike Road.

## **NEW BUSINESS**

Auditor Moore states that the Port's SAO accountability audit for years 2014, 2015 and 2016, will begin on March 20.

## **UPCOMING MEETINGS INFORMATION**

- March 6 – City of Woodland infrastructure workshop on 426 industrial acres.
- March 16 – Regular Commission meeting rescheduled to March 23 at 5 P.M.
- March 23 – Workshop with Collins Architecture at 4:00 P.M.

**Direction: Executive Director Keene to represent the Port of Woodland at the Diking District Commission meeting on March 16 at 3:00 P.M.**

## **COMMISSIONERS REPORTS**

None

**ADJOURNMENT**

**Commissioner Peterson motion to adjourn. President Cline seconded the motion. Vote was unanimous. The motion was carried.**

President Cline declared the Regular Meeting adjourned at 4:05 P.M.

WOODLAND PORT COMMISSION



Paul Cline, President



Dale Boon, Secretary

  
Gerald Peterson, Commissioner

Attest:



Carol Moore, Port Auditor

