



**PORT OF WOODLAND
Meeting Minutes
September 7, 2017**

A regular meeting of the Woodland Port Commission was held on September 7, 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	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

Discussion: Agenda will be amended as follows:

- Remove Minutes C August 30, 2017 Workshop
- Remove Minutes D August 31, 2017 Workshop

**Commissioner Peterson made a motion to approve the agenda as amended.
Secretary Boon 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. August 17, 2017 Workshop

B. August 17, 2017 Regular Meeting

Secretary Boon made a motion to approve the minutes of the August 17, 2017, workshop and regular meeting. Commissioner Peterson seconded the motion.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. Resolution # 449: Port Commission Meeting Minutes

President Cline made a motion to approve resolution 449 eliminating audio recording of commission meetings. Commissioner Peterson seconded the motion.

Vote was as follows: President Cline – yes; Secretary Boon – no; Commissioner Peterson – yes. The motion was carried.

UNFINISHED BUSINESS

A. West Rail – Rail Easement Property – update

Executive Director Keene gives an update on new information regarding drainage between Schurman Way and Howard Way. At the last meeting, there was discussion of an easement through three parcels on one side of the rail. New information is to move the rail towards PDM Steel property – the Port will then be seeking an easement from one property owner, who uses the rail.

NEW BUSINESS

None

UPCOMING MEETINGS INFORMATION

- September 21 – Public Hearing for Preliminary 2018 Budget will be held during regular meeting

Secretary Boon made a motion to change the regular meeting of September 21, 2017 meeting at Cowlitz-Skamania Fire Station to 3:00 PM instead of 5:00 PM. Commissioner Peterson seconded the motion.

Vote was unanimous. The motion was carried.

Direction: Executive Director Keene to contact Fire Chief Stuart to communicate the time change.

- September 21 – Chamber After Hours hosted by USNR 5:00 to 7:00
- October 5 – Workshop Cowlitz Tribe 1:00 PM
- October 25-27 – WPPA Small Ports Conference (Cline, Boon, Peterson, Keene)

COMMISSIONERS REPORTS

President Cline congratulates staff on a clean Department of Labor and Industries inspection (See Exhibit A).

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 3:48 P.M.

WOODLAND PORT COMMISSION



Paul Cline, President



Dale Boon, Secretary



Gerald Peterson, Commissioner

PORT OF WOODLAND

COMMISSION MEETING

September 7, 2017

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

	<u>NAME</u>	<u>ORGANIZATION</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
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17.	_____	_____
18.	_____	_____
19.	_____	_____
20.	_____	_____



STATE OF WASHINGTON
DEPARTMENT OF LABOR AND INDUSTRIES
Division of Occupational Safety and Health
PO Box 44600 • Olympia, Washington 98504-4600

August 28, 2017

OSHA #: 1247695

PORT OF WOODLAND
C/o Auditor
Po Box 87
Woodland, WA 98674

Inspection: 317945813
UBI: 600644217
Region: 4-Safety
Inspector ID: U7145

Dear Employer:

We have enclosed the results of our inspection of your worksite completed on July 27, 2017.

We found no safety violations at this site during our visit, and have not issued any violations or penalties.

Maintaining a safe workplace is an ongoing job. We hope you will take time to review some of the helpful information we provide at www.lni.wa.gov about Washington's workplace safety rules, safety plans, workshops, training videos, consultation services, and much more.

- **You must post this document:** for three working days* where employees at this work location can easily find and read it, or where they normally look for work-related notices.
- **View it online:** Because this inspection is public information, the result will be posted online 30 days after the above date by the Department of Labor & Industries. You may view it at <https://secure.lni.wa.gov/verify/>.

If you have questions or concerns, please contact James Rone, at (360) 415-4009.

Thank you very much.

Sincerely,

Anne F. Soiza

Anne F. Soiza
L&I Assistant Director
Division of Occupational Safety & Health

Enclosure(s)

EXHIBIT A

*RCW 49.17.120. "Working day" means a calendar day, except Saturdays, Sundays and all legal state holidays.



Washington State Department of
Labor & Industries
Division of Occupational Safety and Health

Results of Inspection

Inspection: 317945813

UBI: 600644217
Legal Name: PORT OF WOODLAND
DBA Name: PORT OF WOODLAND
Inspection Site: 115 Davidson Ave, Woodland, WA,
98674

Issued: August 28, 2017
Opening Conference: July 17, 2017
Closing Conference: July 27, 2017
Inspector ID: U7145

No violations were cited.

No penalties were assessed.

We appreciate your interest in and concern for workplace safety and health.