



**PORT OF WOODLAND  
Meeting Minutes  
March 15, 2018**

A regular meeting of the Woodland Port Commission was held on March 15, 2018 in the office of the Port of Woodland, 115 Davidson Avenue, Woodland, Washington. President Cline called the meeting to order at 5:05 P.M.

Those present were:

President	Paul Cline
Secretary	Via Phone - Dale Boon
Commissioner	Via Phone - Gerald Peterson
Executive Director	Jennifer Keene
Auditor	Carol Moore

Guests present: See List

**CALL TO ORDER**

President Cline notes for the record that Secretary Boon and Commissioner Peterson are phoning into the meeting.

**OPENING REMARKS**

**A. Pledge of Allegiance**

**B. Approval of Agenda**

Discussion: Agenda will be amended as follows:

- Add Unfinished Business A – KRock Extension Request

**Secretary Boon 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. March 1, 2018 Regular Meeting**

**Commissioner Peterson made a motion to approve the minutes of the March 1, 2018 regular meeting, as presented. President Cline seconded the motion.**

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

**AUDITOR'S REPORT**

**A. Approval of Auditor's report of port finances**

**Commissioner Peterson made a motion to approve the Auditor's report of port finances, as presented. Secretary Boon seconded the motion.**

**Discussion: No changes to the Auditor's report.**

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

**B. Approval of vouchers, warrants and electronic payments**

**President Cline made a motion to approve vouchers, warrants and electronic payments 17601 through 17634, in the amount of \$75,323.65. Commissioner Peterson seconded the motion.**

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

**ACTION ITEMS**

**A. Broadband Interlocal Agreement**

**President Cline made a motion to enter into the Cooperative Port Broadband Agreement. Commissioner Peterson seconded the motion.**

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

**UNFINISHED BUSINESS**

**A. KRock Extension Request**

Executive Director Keene reads into record the letter the Port received from KRock, requesting an extension of their contract with the Port (See Exhibit A).

The Commission discuss the terms of the contract which clearly states that the dirt pile must be removed by March 30, 2018 and if not, expenses incurred by the Port to remove the dirt pile after that date, will be invoiced to KRock.

***Direction: The Commission directs Executive Director Keene to send a certified letter to KRock stating the Port will not be extending the contract. The letter should include a copy of the contract.***

**NEW BUSINESS**

None

**UPCOMING MEETINGS INFORMATION**

April 5, 2018 Regular Meeting

April 11, 2018 WQCC Meeting City of Woodland to host – Agenda per City

**EXECUTOR DIRECTOR REPORT**

Commission reviews report.

**COMMISSIONERS REPORTS**

None

**ADJOURNMENT**

**Secretary Boon made a motion to adjourn. President Cline seconded the motion. Vote was unanimous. The motion was carried.**

President Cline declared the Regular Meeting adjourned at 5:50 P.M.

WOODLAND PORT COMMISSION

  
\_\_\_\_\_  
Paul Cline, President

  
\_\_\_\_\_  
Dale Boon, Secretary

  
\_\_\_\_\_  
Gerald Peterson, Commissioner

PORT OF WOODLAND

COMMISSION MEETING

3/15/2018

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

	<u>NAME</u>	<u>ORGANIZATION</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
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12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____
16.	_____	_____
17.	_____	_____
18.	_____	_____
19.	_____	_____
20.	_____	_____

To: Board of Commissioner's

From: KRock

Date: 03-10-2018

*Received 3/14/18*  
*CM*

KRock was awarded the contract for the pile of surpluses dirt on Guild Rd. We have been removing dirt since the award of the contract. We do not have all the material removed at this time. We just received word from Legacy six construction they are backing out on purchasing 2,500 yds of material.

KRock would like to request an extension on the removal of the material if possible. We are planning on moving all the material, we are actively searching for new customers to replace the lost sales from Legacy six construction. We appreciate your consideration in this matter. Thank you for your time.

Sincerely



KRock