



**PORT OF WOODLAND  
Meeting Minutes  
January 3, 2019**

A regular meeting of the Woodland Port Commission was held on January 3, 2019 in the office of the Port of Woodland, 1608 Guild Road, Woodland, Washington. President Cline called the meeting to order at 10:07 A.M.

Those present were:	President	Paul Cline
	Secretary	Dale Boon – Unexcused Absence
	Commissioner	Robert Wile
	Executive Director	Jennifer Wray-Keene
	Auditor	Carol Moore

**CALL TO ORDER**

**OPENING REMARKS**

**A. Pledge of Allegiance**

**B. Approval of Agenda**

Discussion: Agenda will be amended as follows:

- Remove Workshop – Comprehensive Scheme of Harbor Improvements, that was to follow regular meeting.

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

None

**ACTION ITEMS**

**A. Resolution #467: Appointment of Staff**

**Commissioner Wile made a motion to approve resolution 467. President Cline seconded the motion.**

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

**B. Vacation Payout for Carol Moore**

**Commissioner Wile made a motion to approve a cash out of 20 accrued vacation days for Auditor Moore. President Cline seconded the motion.**

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

**UNFINISHED BUSINESS**

The Commission asks Executive Director Wray-Keene for the following updates:

- Air vent and commission room door – nothing to report
- Planning Commission meeting – Executive Director Wray-Keene reports on the very well attended meeting.

**NEW BUSINESS**

**A. Organizational Assignments**

Commission and Executive Director Wray-Keene review list of assignments from 2018 and make appropriate changes to the 2019 list of assignments. She will make the appropriate changes and present to the commission an updated version.

**UPCOMING MEETINGS, TRAINING & EVENTS**

- January 10, 2019 Workshop at 10:00 A.M. Sand Management at Austin Point and Comprehensive Scheme of Harbor Improvements
- January 19, 2019 Chamber Installation Banquet
- January 28, 2019 DNR/POW v Columbia Riverkeepers – Cowlitz County Superior Court @ 8:45 A.M.

**COMMISSIONERS REPORTS**

None

**ADJOURNMENT**

**Commissioner Wile 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 11:28 A.M.

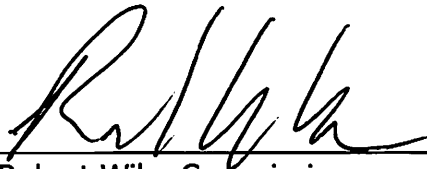
WOODLAND PORT COMMISSION



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Paul Cline, President



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Dale Boon, Secretary



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Robert Wile, Commissioner