



**PORT OF WOODLAND
Meeting Minutes
February 7, 2019**

A regular meeting of the Woodland Port Commission was held on February 7, 2019 in the office of the Port of Woodland, 1608 Guild Road, Woodland, Washington. President Cline called the meeting to order at 10:02 A.M.

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

CALL TO ORDER

President Cline notes for the record the excused absence of Executive Director Wray-Keene.

OPENING REMARKS

A. Pledge of Allegiance

B. Approval of Agenda

Discussion: Agenda will be amended as follows:

- Add Executive Session – RCW 42.30.110(1)(f) Complaints/charges against officer or employee – to follow New Business.

**Secretary Boon 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

A. January 10, 2019 Workshop

B. January 17, 2019 Regular Meeting

C. January 25, 2019 Workshop

Secretary Boon made a motion to approve the minutes of the January 10, 2019 workshop, January 17, 2019 regular meeting and January 25, 2019 workshop, as presented. Commissioner Wile seconded the motion.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. Port Commission Room Door

Commissioner Wile made a motion to move forward with installing door. Secretary Boon seconded the motion.

Vote was unanimous. The motion was carried.

B. Nextworks Contract

Secretary Boon made a motion to table Action Item B until further information is available. Commissioner Wile seconded the motion.

Vote was unanimous. The motion was carried.

Direction: The Commission agree to President Cline talking to Executive Director Wray-Keene about their questions and concerns.

C. Scheduling February 14 and 21, 2019 meetings

Commissioner Wile made a motion to move 14th meeting back to 21st at 3:00 P.M. Secretary Boon seconded the motion.

Vote was unanimous. The motion was carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

EXECUTIVE SESSION RCW 42.30.110(1)(f) Complaints/charges against officer or employee

At 10:37 A.M. President Cline recesses the regular meeting to go into executive session. Executive session will last 15 minutes until 10:52 A.M. - no action will be taken.

At 10:52 A.M. President Cline re-convenes the regular meeting; no action was taken during the executive session.

UPCOMING MEETINGS, TRAINING & EVENTS

February 5, 2019 TBD CSHI Workshop #2

February 7, 2019 11:45 A.M. CEDC Annual Meeting at Cowlitz Expo Center

February 14, 2019 10:00 A.M. Regular Meeting (note date and time change)

February 20, 2019 6:00 P.M. WQCC at the Woodland City Council Chambers

COMMISSIONERS REPORTS

None

ADJOURNMENT

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

President Cline declared the Regular Meeting adjourned at 10:55 A.M.

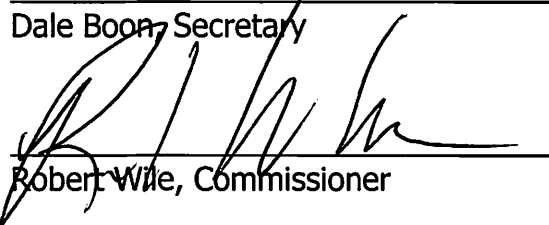
WOODLAND PORT COMMISSION



Paul Cline, President

ABSENT

Dale Boon, Secretary


Robert Wile, Commissioner



Port of Woodland

EXECUTIVE SESSION REFERENCE GUIDE OPEN PUBLIC MEETINGS ACT, CHAPTER 42.30 RCW

Executive session will take place during Commission meeting on 2/7/19 (date) and _____ (time) for a period of 15 min (length).

- National security - RCW 42.30.110 (1)(a)
- Real estate matters – RCW 42.30.110(1)(b):
To consider the *selection of a site or acquisition* of real estate *by lease or purchase* when public knowledge regarding such consideration would cause a likelihood of increased price
- Real estate matters – RCW 42.30.110(1)(c):
To consider the *minimum price* at which real estate will be offered *for sale or lease* when public knowledge regarding such consideration would cause a likelihood of decreased price
- Publicly Bid Contracts – RCW 42.30.110(1)(d):
To review negotiations on the performance of publicly bid contracts when public knowledge would cause a likelihood of increased costs.
- Complaints/charges against officer or employee – RCW 42.30.110(1)(f):
To receive and evaluate complaints or charges brought against a public officer or employee. Upon request of such officer or employee, a public hearing or meeting open to the public must be conducted upon such complaint or charge
- Qualifications of applicant/performance review of employee – RCW 42.30.110(g)
To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Potential litigation – RCW 42.30.110(1)(i):

To discuss with legal counsel matters relating to agency enforcement actions, or to discuss with legal counsel litigation or potential litigation to which the agency, governing body, or member acting in official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency

Executive session will conclude no later than 10:52 AM.

Additional time for executive session _____ (time) and _____ (length).

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Executive sessions must be part of a regular or special meeting.

Before convening in executive session, the presiding officer must publicly announce the purpose for excluding the public and the time when the executive session will conclude.

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Executive session may be extended by announcement of presiding officer.