



**PORT OF WOODLAND
Meeting Minutes
October 15, 2020**

In anticipation of a further extension of Governor Inslee’s Proclamation 20-05 and 20-28, the Commission will hold its meeting at Port of Woodland at 1608 Guild Road, Woodland, WA, but will not allow Public to attend due to the Stay Home Stay Healthy order and may participate in the Commission meeting via Zoom through ID Room: 237-755-8282 and password 642020 or call 1-669-900-6833 and use the same ID room and Password. Public wishing to provide public comment to items on or off the agenda may do so via email to jkeene@portofwoodland.com by 8:00 A.M. of the day of the Commission Meeting. Those comments will be read into the Record. President Wile called the meeting to order at 9:00 A.M.

Those present were: President	Robert Wile
Secretary	Paul Cline
Commissioner	Dale Boon
Executive Director	Jennifer Wray-Keene
Auditor	Carol Moore
Bond Counsel	Cynthia Weed – via Zoom

CALL TO ORDER

OPENING REMARKS

A. Pledge of Allegiance

B. Approval of Agenda

Discussion: Agenda will be amended as follows:

- Remove Executive Session

**Secretary Cline made a motion to approve the agenda as amended.
Commissioner Boon seconded the motion.**

Vote was unanimous. The motion was carried.

PUBLIC COMMENT

A. Items ON the agenda

None

B. Items NOT ON the agenda

None

PUBLIC HEARING

Preliminary 2021 Operations and Capital Budget

At 9:02 A.M. President Wile recesses the regular meeting.

President Wile asks if there is any public comment.

No public comment.

At 9:05 A.M. President Wile re-convenes the regular meeting.

MINUTES

A. October 1, 2020 Regular Meeting

Commissioner Boon made a motion to approve the minutes of the October 1, 2020 regular meeting as reviewed. Secretary Cline seconded the motion.

Vote was unanimous. The motion was carried.

FINANCIAL REPORT

A. Approval of Port's Financial Report

Secretary Cline made a motion to approve the Port's Financial Report. Commissioner Boon seconded the motion.

Discussion: No changes to the financial report.

Vote was unanimous. The motion was carried.

B. Approval of vouchers, warrants and electronic payments

Secretary Cline made a motion to approve vouchers, warrants and electronic payments 19301 through 19335 in the amount of \$97,993.87. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. Purchase Sale Agreement Schurman Way Industrial Park

The Commission review and discuss the purchase sale agreement provided in their commission packet.

Secretary Cline made a motion to approve the Purchase Sale Agreement with Brown Strauss, Inc. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

Direction: The Commission authorizes Executive Director Wray-Keene to sign Purchase Sale Agreement document.

B. Gibbs & Olson Contract Schurman Way Industrial Park BLA

The Commission review and discuss the agreement provided in their commission packet.

Secretary Cline made a motion to approve the contract with Gibbs & Olson for Schurman Way Industrial Park surveying services not to exceed \$15,200.00. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

Direction: The Commission authorizes Executive Director Wray-Keene to sign the contract.

C. Approval of the Preliminary 2021 Operations and Capital Budget

The Commission review and discuss the budget information provided in their commission packet.

Secretary Cline made a motion to approve the Preliminary 2021 Operations and Capital Budget. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

D. Bond Resolution #496 LTGO Refunding of Note and 2016 Bond

Cynthia Weed gives a summary of the resolution and why the Port is refinancing at this time. She states that the Port is refinancing a short-term note to a long-term bond and refinancing the 2016 Bond to save a substantial amount of interest. The Commission review and discuss the resolution and information provided in their commission packet.

Secretary Cline made a motion to approve Resolution #496. Secretary Boon seconded the motion.

Vote was unanimous. The motion was carried.

Direction: The Commission authorizes Executive Director Wray-Keene to execute the closing documents.

UNFINISHED BUSINESS

None

NEW BUSINES

None

UPCOMING MEETINGS

October 26 Pre-construction meeting for Centennial Industrial Park (non-Commission)

November 19 Public Hearings – 1) IDD 2) 2021 Final Budget 3) CSHI Amendment

EXECUTIVE DIRECTOR REPORT

Executive Director Wray-Keene adds the following updates to her written report:

- Dark Fiber project update
- Martin Bar study update
- Life jacket stations update

COMMISSIONERS REPORTS

Commissioner Boon asks about the dredging on the Columbia River off of Caples Road. Executive Director Wray-Keene was aware of dredging that the Army Corps of Engineers does, but this dredging project has nothing to do with the Port receiving dredging material. No direction was given by Commission to follow-up.

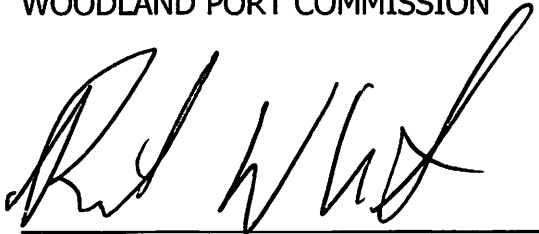
ADJOURNMENT

Secretary Cline made a motion to adjourn. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

President Wile declared the Regular Meeting adjourned at 9:55 A.M.

WOODLAND PORT COMMISSION



Robert Wile, President



Paul Cline, Secretary



Dale Boon, Commissioner