



PORT OF WOODLAND Meeting Minutes January 27, 2021

In accordance to Governor Inslee's Proclamation 20-05 and 20-28, the Commission will hold its meeting at Port of Woodland at 1608 Guild Road, Woodland, Washington, 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 10:00 A.M.

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

CALL TO ORDER

President Wile called the meeting to order at 10:00 A.M.

OPENING REMARKS

A. Pledge of Allegiance

B. Approval of Agenda

Discussion: Agenda will be amended as follows:

- Remove Action Item C
- Remove Action Item D
- Add Unfinished Business B WQCC Meeting Update
- Add Unfinished Business C Regional Transportation Plan Request

President Wile made a motion to approve the agenda as amended. Secretary Cline seconded the motion.

Vote was unanimous. The motion was carried.

PUBLIC COMMENT

A. Items ON the agenda

None

B. Items NOT ON the agenda

Rob Rich gives an update on river transportation for 2020 vs 2019.

MINUTES

A. January 7, 2021 Regular Meeting

Discussion: No changes to the minutes.

Secretary Cline made a motion to approve the minutes of the January 7, 2021 regular meeting, as reviewed. Commissioner Boon 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. President Wile 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 19413 through 19467 in the amount of \$466,086.92. President Wile seconded the motion.

Discussion: Secretary Cline notes for the record one voided warrant; #19415.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. 1670 Schurman Way Lighting Upgrade

The Commission review and discuss the written estimate provided by E-Pro, that was provided in their commission packet.

Secretary Cline made a motion to approve E-Pro Option B services for lighting upgrades at 1670 Schurman Way not to exceed \$20,000.00 plus tax. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

B. 1375 Down River Drive Heater Replacement

The Commission review and discuss the written estimate provided by Entek Corporation, that was provided in their commission packet.

Secretary Cline made a motion for Entek Corporation to replace four gas heaters at 1375 Down River Drive at \$12,490.00 plus tax. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

C. Interlocal Cooperation Agreement with Petrichor LLC for Fiber Optic System Design and Construction

Removed from agenda

D. Cowlitz PUD Invoice for Power Centennial Industrial Park

Removed from agenda

E. Change Order 001 – Centennial Industrial Park

The Commission review and discuss Change Order 001 that was provided in their commission packet.

Secretary Cline made a motion to approve Change Order 001 in the amount of \$1,449.31. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

F. Change Order 002 – Centennial Industrial Park

The Commission review and discuss Change Order 002 that was provided in their commission packet.

Secretary Cline made a motion to approve Change Order 002 in the amount of \$17,422.91. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

UNFINISHED BUSINESS

A. Bleth Property Options

The Commission review and discuss the options provided by Gibbs & Olson, that were provided in their commission packet.

Secretary Cline made a motion to terminate the Bleth Property Purchase Sale Contract. Commissioner Boon seconded the motion.

Vote was unanimous. The motion was carried.

B. WQCC Meeting Update

Executive Director Wray-Keene gives an update on the meeting and the conversations she has had with the City since the meeting.

C. Regional Transportation Plan Request

Executive Director Wray-Keene read an email from Cowlitz Commissioner Dennis Weber regarding regional transportation effort. The Commission agree that Commissioner Wile will be the commission representative in future discussions with the City and County.

EXECUTIVE DIRECTOR REPORT

Executive Director Wray-Keene gives the following updates:

- Phone meeting with BNSF regarding rail service to Austin Point.
- Phone meeting with Washington State Department of Fish and Wildlife regarding land swap at Martin Bar.
- Peri Formworks intention to purchase the property they lease.
- The recent pending sale of Stevens Landing.

UPCOMING MEETINGS

None

COMMISSIONERS REPORTS

None

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 11:56 A.M.

WOODLAND PORT COMMISSION

A handwritten signature in black ink, appearing to read 'Robert Wile', written over a horizontal line.

Robert Wile, President

A handwritten signature in black ink, appearing to read 'Paul Cline', written over a horizontal line.

Paul Cline, Secretary

Dale Boon, Commissioner