



**PORT OF WOODLAND  
Meeting Minutes  
August 4, 2022**

At Port of Woodland Commission Room, 1608 Guild Road, Woodland, Washington. Those wishing to 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](mailto:jkeene@portofwoodland.com) by 8:00 A.M. of the day of the Commission Meeting. These comments will be read into the record.

**CALL TO ORDER**

President Wile called the meeting to order at 9:00 A.M.

Roll Call:	President	Robert Wile
	Secretary	Paul Cline
	Commissioner	Robert D. Rich – Excused Absence
	Executive Director	Jennifer Wray-Keene
	Port Auditor	Carol Moore – Excused Absence
	Admin Assistant	Debbie Karlsson
	Intern	Thomas Sprague

**OPENING REMARKS**

**Note: President Wile state for the record Commissioner Rich was excused.**

**A. Pledge of Allegiance**

**B. Approval of Agenda**

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

**Vote was as follows – President Wile – yes; Secretary Cline – yes;  
Commissioner Rich – absent. The motion was carried.**

**RECOGNITION**

Commissioners recognized and presented Scott Hamman, Brannon Record and Josh McClure with Certificate of Appreciation on behalf of the Port of Woodland for their efforts and quick action taken to address the fire at Austin Point on July 21, 2022.

**PUBLIC COMMENT**

**A. Items ON the agenda**

None

**B. Items NOT ON the agenda**

None

**MINUTES**

**A. July 21, 2022 Regular Meeting**

**Secretary Cline made a motion to approve minutes of the July 21, 2022 regular meeting as reviewed. President Wile seconded the motion.**

**Discussion: No changes to the minutes.**

**Vote was as follows – President Wile – yes; Secretary Cline – yes; Commissioner Rich – absent. The motion was carried.**

**ACTION ITEMS**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**UPCOMING MEETINGS**

August 9 @ 9 AM Commission Special Meeting-Workshop on Austin Point projects  
September 17-22 Ports '22 Conference and Presentation (Wray-Keene)  
October 12-14 PNWA Annual Convention Vancouver  
October 20-21 WPPA Small Ports @ Leavenworth–Rooms are booked  
October 22 Woodland Rotary Club’s Scott Hill Park Fundraiser – Gold Leaf at Summit Grove Lodge  
December 7-9 WPPA Annual Meeting at Hotel Murano Tacoma

**COMMISSIONERS/EXECUTIVE DIRECTOR REPORTS**

Intern Sprague updated the commissioners on the work that had been done over his time at Port of Woodland, giving them information in regard to Facebook posts and working on the Port of Woodland newsletter.

Executive Director Wray-Keene updated the commissioners on upcoming work being scheduled for the maintenance department along with update on the summer help. Commissioners were given briefing on status of Dark Fiber work and other tasks Executive Director is currently working on.

**ADJOURNMENT**

**Secretary Cline made a motion to adjourn. President Wile seconded the motion.**

**Vote was as follows – President Wile – yes; Secretary Cline – yes; Commissioner Rich – absent. The motion was carried.**

President Wile declared the Regular Meeting adjourned at 10:20 AM.

WOODLAND PORT COMMISSION

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Robert Wile, President

DocuSigned by:  
  
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Paul Cline, Secretary

**ABSENT**  
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Robert D. Rich, Commissioner