



**PORT OF WOODLAND
Meeting Minutes
July 6, 2023**

At Port of Woodland Commission Room, 1608 Guild Road, Woodland, WA. 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 by 8:00 AM of the day of the Commission Meeting. Those comments will be read into the record.

CALL TO ORDER

President Wile called the meeting to order at 9:00 AM

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

OPENING REMARKS

A. Pledge of Allegiance

B. Approval of Agenda

**Commissioner Rich made a motion to approve the agenda as presented.
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

None

MINUTES

A. June 15, 2023 Regular Meeting

Commissioner Rich made a motion to approve the June 15, 2023 regular meeting minutes as reviewed. Secretary Cline seconded the motion.

Discussion: No changes to the minutes.

Vote was unanimous. The motion was carried.

ACTION ITEMS

A. Gibbs & Olson Survey and Easement Contract

Secretary Cline made a motion to approve the Gibbs & Olson Agreement for Surveying Services – Rose Way Right of Way and Rose Way Industrial Park Easements not to exceed \$13,000.00. Commissioner Rich seconded the motion.

Discussion: No changes to the motion.

Vote was unanimous. The motion was carried.

Direction: President Wile directed Executive Director Wray-Keene to execute agreement with Gibbs & Olson.

UNFINISHED BUSINESS

A. Utiligi Update

Executive Director Wray-Keene updated the commissioners on the status of the Dark Fiber Ariel to Cougar Backbone construction by Utiligi LLC.

B. Phase 2 Ariel to Cougar Route Update

Executive Director Wray-Keene updated the commissioners on the status of the Phase 2 Ariel to Cougar Dark Fiber Route by Cannon Construction.

NEW BUSINESS

A. 2024 Budget workshop schedule

The budget schedule was reviewed. The Commission directs Executive Director Wray-Keene to schedule a budget workshop on September 7, 2023 proceeding the Commissioners Regular Meeting.

UPCOMING MEETINGS

July 24-26, 2023 – WPPA Commission Seminar (Cline and Wile)
August 25, 2023 – Chamber Golf Tournament (Wile)
October 26, 2023 – WPPA Small Ports Conference – Lake Chelan

EXECUTIVE DIRECTOR REPORT

Executive Director Wray-Keene updated the Commissioners on the following matters –

- PacifiCorp fiber access.
- Skamania County Dark Fiber extension discussed.
- Executive Director Wray-Keene back on Woodland Chamber of Commerce board.
- Scoreboard up at Scott Hill Park. Secretary Cline will contact family regarding dedication and plaque.
- WCP, Inc update.

COMMISSIONERS REPORTS

President Wile and Secretary Cline will both be attending August 3, 2023 Regular Meeting via Zoom.

ADJOURNMENT

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

Vote was unanimous. The motion was carried.

President Wile declared the Regular Meeting adjourned at 10:23 AM.


WOODLAND PORT COMMISSION

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Robert Wile, President

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Paul Cline, Secretary

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Robert D. Rich, Commissioner