



APPROVED 10-16-24

MINUTES

POTB BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

PORT OFFICE, 4000 BLIMP BLVD., TILLAMOOK – CONFERENCE ROOM

MONDAY, SEPTEMBER 23, 2024 AT 6:00 P.M.

- 1) Called to Order @ 6:01p.m.
Recognition of Persons Present: Commissioners Jack Mulder, Kevin Stoecker, Bill Baertlein, Matt Mumford, and (on Zoom), Sierra Lauder
Port Staff: General Manager Michele Bradley, Pami Boomer, Rita Welch, and Margaret Amick
Will Chappell on Zoom – Headlight Herald
Doug Olson – Tillamook County Commissioner
Patty Olson – Public
Dallas Adams – FOTAM board member

Public Comment for Items Not on the agenda: None

- 2) Doug Olson spoke of the need to pass Ballot Measure 29-180 for a County General Obligation Bond to upgrade and replace the public safety radio system. There are currently more than 1,100 mobile radios in use by law enforcement, fire departments, emergency medical services, Tillamook PUD, and public works departments in the county. He talked about how they can't communicate with each other throughout the county because their equipment isn't compatible and the technology is outdated. Many areas have no signal coverage at all, which can put first responders at risk of being unable to call for backup if needed. Coordinating response teams is extremely challenging in search and rescue situations or when multiple types of response is needed, for instance, traffic accidents where power lines are affected. Most of the equipment is 20+ years old, repair parts aren't available from the manufactures anymore and have to be found on Ebay or similar sources. The upgrade to the radio system will offer more bandwidth; allow data transmission for information searches in the field; has encryption capabilities for privacy issues during responses; and GPS to help responders meet up with each other at hard to find locations. The county has received a \$2 million grant toward the cost, with the remaining \$24.4 million to be raised by the bond measure. The bond funds would replace the current analog mobile radios, pagers, and control stations; and upgrade the existing towers and construct one or more new towers. The total upgrade will take approximately 1 – 2 years to

bring it completely online for 95% coverage of the county. The measure requires annual audits and a citizen oversight committee.

Doug had provided the board with the valuation report of the Tillamook Lightwave assets compiled by forensic accountants Aldrich. He spoke of how Tillamook PUD and Tillamook County had reviewed the figures with Aldrich at the TLW board meeting and they had come to accept the valuation figure. Doug said it is now up to the POTB board to determine if they agree, and that the next TLW meeting is scheduled for the next morning. Jack told him that the board will be discussing the subject later in the meeting, and Michele said she would text him after the meeting with an update.

3) Consent Agenda

- a) Minutes for August 21, 2024 Regular Meeting
- b) Lease Order #24-23 Lylajeane Walters; Hangar #25 – TMK; Aircraft Storage; mo. to mo.
- c) Lease Order #24-24 Tillamook Distributing, LLC; Bldg. #11, Unit H; Warehousing/Distribution; mo. to mo.
- d) Lease Order #24-25 Don G. Averill Recycling, Inc; 4 acres land; Automotive salvage and recycling, wood waste and bovine mortality; 2 years transitioning to mo. to mo.

Bill moved to approve the Consent Agenda as presented, Matt seconded, and the motion passed unanimously.

- 4) Air Museum Director Rita Welch reported that café tenant Brittney Bakes will have her Grand Opening October 3rd at 9:00 am with a Chamber Ribbon Cutting. The Port received a check for \$24.48 toward restitution for the vandalism to the Air Museum entrance doors. The museum was awarded a grant from the Transient Lodging Tax fund, helping to make the new doors ADA compliant and that project has been completed. FOTAM's nonprofit status with the IRS has been reestablished, after correction of an error on the part of the IRS. Rita has been communicating with the representatives of a production company from the U.K. for a series called "Mysteries of the Abandoned". They have been asking about Hangar B and other areas on the Port, and Rita has stressed to them that the hangar isn't abandoned. The discussion is still ongoing. Michele and Rita have been meeting with a couple of companies the Port has worked with in the past and asked them for quotes for repairing the box beam. Michele expects to receive the quotes in about 3 weeks. Rita announced the winter hours at the Museum; they will be open Tuesday – Sunday, 10 am – 4 pm, beginning October 1.
- 5) Pami Boomer reported the pool balance is still looking good; and she is still socking away money for the winter and for other projects; the Port received reimbursement for replacing the sewer pump system at the Sheriff's Department; parking fees from the Disc Golf Course are starting to come in; and the Port switched to a new credit card from our existing bank and will now be receiving a rebate each quarter. She answered the members questions and completed her review of the budget. Then she reminded the board members who still need to complete the SDAO training that she emailed the login links to them. Everyone has to complete the training by October 27 for the Port to qualify for a discount on its insurance through SDAO. There have been some staff changes; the airport attendant is now Tony Billups, and new maintenance workers Scott Chodrick and Jimmy Killion are filling two vacancies, with one more in process to be hired. Also, Pami told the board that Margaret Amick will be retiring the end of December, so the Port will be looking to hire a replacement for that position. The air

museum has added seasonal employee Laura Ramirez to replace a prior seasonal employee.

- 6) Manager's Written Report and Discussion - Michele reported the Port received an Oregon Department of Energy (ODOE) Grant of \$100,000 plus \$15,000 for 2 EV Chargers, 1 each at the airport and the Port shop; and electric vehicles for the Port maintenance department, 1 pickup and 2 Utility Vehicles. The UTVs will be ordered this week. The Port also has been approved for an Oregon Parks and Recreation Department (OPRD) Local Government Grant for \$57,449 for the Blimp Base Disc Golf Course Project, Phase II. The funds will be used for the equipment and clearing brush for the back nine baskets, with labor provided by the Disc Golf Club serving as the in-kind match. As part of the data collection in preparation for the Airport Master Planning, Michele received a summary of FAA grants awarded to the Tillamook Airport since 1983. The grants totaled \$12.5 million and the Port recently received a \$500,000 grant toward the costs of preparing the Airport Master Plan. Michele expects that they will begin assembling the public advisory committee within a couple of months. The Request for Qualifications (RFQ) has been posted for an Airport Engineer of Record because the current contract called for only a three year extension but the FAA requirements are for a minimum five year extension. Michele received an email from DEQ asking if the digester was being shut since it hasn't been taking in any manure lately. Tillamook Biogas had received the same email and DEQ told them that they require a year's notification prior to shutting down. According to the lease agreement with the Port, Biogas is required to remove all remnants of the facility when vacating the site. The survey work and wetlands work have been done at the K-sites at Brickyard & Long Prairie and staff are trying to push Civil West to nail down the road design. There may be a buyer for another section, dependent on the location of the road, and the Port wants to complete the subdivision this year since it is limited to two per year. There is a bid out the wastewater upgrade, and another one out for disposal of the solids in the lagoons. DEQ will be changing the wastewater standards for the treatment system upgrade that has been in planning for two years and Michele said she will keep the board updated. The SDAO conference will be in Bend February 7 – 9, 2025 for those who are interested in attending.
- 7) Board Updates – Jack said the meeting with OCSR was very constructive and that he felt there was good communication and there was alignment on some issues. He commended Michele on all her work.
- 8) Communications
 - a) **Ribbon Cutting for Brittney Bakes at the Air Museum: Thursday, October 3rd, 2024 at 9:00 am.**
 - b) Board meeting: Wednesday, October 16, 2024, 6:00 pm – Jack may be able to Zoom in; Matt will be driving back from California on the 15th.
 - c) **Board workshop with Jim Knight from SDAO: Tuesday, October 22, 2024, 2:00 – 3:30 pm**
 - d) Board meeting: Wednesday, November 20, 2024, 6:00 pm
 - e) Closed Thanksgiving Holiday: November 28 and 29
 - f) Board meeting: Wednesday, December 18, 2024, 6:00 pm
 - g) Closed Christmas Holiday: December 25
 - h) Closed New Years Day
 - i) SDAO Annual Conference, Bend, February 7-9, 2025
- 9) Recessed Regular Meeting and entered Executive Session @ 7:36 p.m. Exited Executive Session and resumed Regular Meeting @ 8:50 p.m.

10) Adjourned @ 8:51 p.m.