



APPROVED 4/11/2017

**MINUTES
BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, MARCH 21, 2017, 6:00 P.M.
POTB MAIN OFFICES – CONFERENCE ROOM
4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Bob Olsen @ 6:00 p.m.
Recognition of Persons Present: Commissioners Bob Olsen; Gerry Opdahl; Jack Mulder; Carolyn Decker & Jim Young
Port Staff: General Manager Michele Bradley; Pami Boomer & Margaret Amick
Gus Meyer; David & Doris Mast – Taxpayers
John Luquette; Val Folkema & Mike Saindon – Port of Garibaldi
Janice Tran & John Danner – Generate Capital
Duane Toenges & Dan Meccariello – Dynamic Group
Don Aufdermauer & Chad Allen – Dairymen
Heather Taksdal – Zwald Transport; Larry Condon – Biogas Corporation; Kammy Austin – Merina CPAs
2. Public Comment for Items Not on the Agenda: None
3. Fiscal Year 2015-2016 Audit Presentation – Kammy Austin from Merina & Company, LLP, reported the results of the FY 2015-2016 audit. It was completed on time on 12/29/2016 with no major issues. The auditor had given Pami Boomer a few suggestions on the Port's accounting procedures that would streamline the audits in the future and Pami has implemented them.
4. Presentation on the Tillamook Bay Jetty System – Mike Saindon, Port of Garibaldi (POG) Manager, reported on the deteriorating condition of the south jetty of Tillamook Bay and the dangers involved while entering & exiting the ocean. Both south & north jetties are exhibiting the effects of waves & currents from the ocean and the Port of Garibaldi has been looking for funds to rebuild the jetties to their original lengths. He supplied copies of background info on the jetties with reports from the US Coast Guard and letters from local government representatives requesting federal funding. Val Folkema explained that a complicating factor in applying for government funds is that the south jetty is in the district of the Port of Tillamook Bay (POTB) and the north jetty is in the district of the POG, therefore one entity can't apply for funds for the whole jetty system. Val asked if the Board would consider a redrawing of the POTB district that would transfer the south jetty to the POG. The Board told her they would take it into consideration.
5. Introduction to Generate Capital regarding the Hooley Digester (20 minutes) – Janice Tran and John Danner. John expressed the interest of capital provider Generate Capital, and operator Dynamic Group, in assessing the feasibility of them taking over &

operating the digester using a combination of manure & food waste to generate power. He and Duane Toenges of Dynamic told of other digester facilities they have taken over

and made profitable and felt they could do the same thing here. Chad Allen spoke of his concern that POTB will exclude the farmers from pursuing their goal of restarting the digester. The Board had no objection to Generate Capital looking into the matter but will not give them exclusive access nor stop working with Larry Condon and the farmers.

6. February 2017 Financial Update – Pami Boomer, Office Administrator went over the report with the Board and answered their questions. She feels the Port is in a much better financial position than last year at this time. She gave the Board members a proposed budget calendar for FY 2017-2018 and the Board agreed on May 4, 2017 @ 4:00 p.m. for the Budget Committee Meeting.
7. Discussion and Consideration of Granting a Temporary Easement to the Oregon Department of Transportation Regarding ODOT's US101: Wheeler at MP48 Slide Repair (Emergency Slide Repair Project Completed Earlier in 2016). Vote needed in order to accept retroactive payment from state for using RR ROW for temporary storage of slide material during repairs. **Jim Young moved to Grant a Temporary Easement to the Oregon Department of Transportation Regarding ODOT's US101: Wheeler at MP48 Slide Repair (Emergency Slide Repair Project Completed Earlier in 2016) with Bob Olsen as 1st signer and Carolyn Decker as 2nd signer. Carolyn Decker seconded the motion, the motion passed (5-0).**
8. Discussion of Port's Participation in the Tillamook County Multi-Jurisdictional Natural Hazard Mitigation Plan Update Process and Amendment to Memorandum of Agreement DLCD PS 15028 to Include Port of Tillamook Bay. **Jack Mulder moved to agree to the Port's Participation in the Tillamook County Multi-Jurisdictional Natural Hazard Mitigation Plan Update Process and Amendment to Memorandum of Agreement DLCD PS 15028 to Include Port of Tillamook Bay. Carolyn Decker seconded, motion passed (5-0).**
9. Consent Agenda – Motion to Approve Consent Agenda
 - a. Prior Meeting Minutes – Regular Meeting February 22, 2017
 - b. Lease Order #17-06 Luke Shepard; Private Road Crossing; annual **(Lease Order corrected to read "\$125.00/annually")**
 - c. Lease Order #17-07 David Conway; Parking @ FBO; mo-mo
 - d. Lease Order #17-08 Donald Vanspeybrock; Parking @ FBO; mo-mo
 - e. Lease Order #17-09 Robert Mansell; .5 acres on Airport Circle; truck &/or trailer parking; mo-mo**Jim Young moved to Approve Consent Agenda as corrected, Carolyn Decker seconded; motion passed (5-0).**
10. Committee Reports
 - a. Tillamook Lightwave – Jim Young reported that Hawaiki and the University of Washington will be sharing the landing station & splitting the rent. The partners in TLW are open to selling the business if the right price is offered. They feel that TLW's mission to provide broadband service until private enterprise establishes a presence has been accomplished.
 - b. Salmonberry Trail – Commissioner Jack Mulder told the Board that there was a meeting of the Right of Way Group. Michele told the Board about receiving many more inquiries regarding access to the trail due to media reports that imply the trail

is open to the public. Chad Allen said that he heard talk about the extension of the trail from TCCA out to the Port so he is concerned about having strangers traveling

through the dairies along the route. Jack suggested that the farmers attend the planning meetings in order to voice their concerns and /or objections.

11. Manager's Report

- a. February 2017 Safety Meeting Minutes – There were no questions from the Board.
- b. Oregon Dept. of Aviation COAR Grant Update – 2 of 3 applications from POTB for Grants were selected for funding. The Port will be purchasing a sweeper, a striping machine and several smaller pieces of equipment for the airport with the money.
- c. 2017 Tillamook County Funding Priorities – Draft of a letter to federal delegates describing needed work on infrastructure in the County and requesting funding for the projects. Included on the list are several projects affecting POTB.
- d. Tillamook County Road Department Update – Michele shared a document from the Tillamook County Road Dept. showing an assessment of the county roads and infrastructure and the funds needed to repair them. There were also graphs that showed revenue sources and expenditures. Commissioner Jim Young commented that he is impressed with Public Works Director Liane Welch and her work.
- e. Update on City Water Issue – Paul Wyntergreen, City Manager of the City of Tillamook, sent a memo to the City Council with suggestions for changes in the new rate schedule and the City didn't make any decisions on the issue after the Public Hearing on March 6, 2017. Michele will continue discussions with Paul regarding the change in water rates for the Port.
- f. PUD RR Easement – The Port and OCSR have given PUD permission to access the rail line to do due diligence.
 - (i) Letter from Landowners to PUD, the Tillamook City Council, Tillamook Planning Dept., Tillamook County Commissioners and the Tillamook County Dept. of Community Development – The letter was signed in opposition by 14 landowners along the proposed route of the Oceanside Transmission Line (OTL). They would like POTB to decline PUD a RR ROW lease along the route. Don Aufdermauer expressed the concerns of the landowners regarding the perceived negative health effects of living & working within the electromagnetic fields generated by high power transmission lines. He stated that the new line wouldn't be any more reliable than the current one since it would still be susceptible to blowdown. David Mast stated that demand for power in the Oceanside / Netarts area is actually down since 2010 and isn't going to reach that demand level again for another 10 years; also, that outages are only 4 – 10 hours a year throughout the entire system. The landowners assert that there is not a need for the OTL.
 - (ii) Letter from Oregon Coast Alliance – Requesting the Port to deny PUD a lease because there is no real need for the OTL.
- g. Tillamook County TLT Marketing Grant – the Board reached a consensus to move forward with the application for a Transient Lodging Tax (TLT) Marketing Grant for the Museum.
- h. Approval of the MOU with the Tillamook Unmanned Aerial Systems Working Group- Approval would add the POTB to the Working Group (City of Tillamook, Tillamook County, Tillamook Fire District, TPUD, & Tillamook UAS Test Range) to cooperatively conduct operations, training and research with Unmanned Aerial Systems. **Jim Young moved to approve the Memorandum of Understanding**

with the Tillamook Unmanned Aerial Systems Working Group. Carolyn Decker seconded, motion passed (5-0).

12. Communications

- a. **Due to lack of time the Board set a Special Meeting on Monday, March 27, 2017 @ 12:00 noon to hold the Executive Session.**
- b. Next Regular Meeting - Tuesday, ***April 11 (off-schedule date)***, 2017 @ 6:00 p.m.
- c. Next Special Meeting – Thursday, May 4, 2017 @ 12:30 p.m.

13. Executive Session – The Board will now recess to Executive Session as authorized by ORS 192.660 (2)(e) for Real Property Transactions. **Postponed until March 27, 2017 @ 12:00 noon.**

14. Commissioner Comments, as time allows: None

15. Adjournment: Bob Olsen @ 9:07 p.m.