



APPROVED 1-16-18

MINUTES

**BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, DECEMBER 19, 2017, 6:00 P.M.
POTB MAIN OFFICE – CONFERENCE ROOM
4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Bob Olsen @ 6:00 p.m.
Recognition of Persons Present: Commissioners Gerry Opdahl; Bob Olsen; Jim Young and Jack Mulder, Carolyn Decker absent.
Port Staff: General Manager Michele Bradley; Pami Boomer; Aaron Palter and Margaret Amick.
Don Aufdermauer; David Mast and Doris Mast – Public
Robyn Holdman and John Dunlop –Advocates for Pacific City Airport
Jessica Jung – Oregon Coast Scenic Railroad (OCSR)
2. Public Comment for Items Not on the Agenda: Don Aufdermauer spoke of how PUD is exercising eminent domain proceedings on the owners of the land needed for the Oceanside transmission line. He asked the Board to state the Port's position on granting access to the railroad right of way for the line. He presented letters from TCCA and the Farm Bureau in opposition to the eminent domain and stated that the group does not believe there is a need for the line. The Board members told Don that no agreement has been completed but that their decision would have to be based on what is best overall for the Port.

Robyn Holdman asked for an appearance by one or more Board members at a town meeting on January 8, 2018 in Pacific City regarding the Oregon Department of Aviation's (ODA) decision to sell the Pacific City Airport. She and her supporters feel that ODA didn't follow the proper legal procedures in trying to dispose of the property and they want a more public process.

Jessica Jung presented letters from the Port of Garibaldi, the Garibaldi Maritime Museum and the Garibaldi House Inn & Suites in support of OCSR in their negotiations for renewal of their lease with the Port of Tillamook Bay. The Board will consider them in Item #9E.
3. November 2017 Financials – Pami Boomer reported that the budget is on track. Operating Revenue current year to actual is doing very well. She said there will be a large Debt Service payment in January. Received the funds in November from the sale of the carbon credits. The first round of COAR grants are being closed out.

- a. FY 2016-2017 Audit Update – The auditor sent the draft financials and the audit is on track to close before the end of December.
4. Discussion and Consideration of an Intergovernmental Agreement with the State of Oregon for Port's Participation in the Oregon Cooperative Procurement Program. The Port's agreement with OCPP is expiring and, in order to renew, it now requires an IGA for the Port to have access to their benefits, including the Oregon Procurement Information Network (ORPIN). **Jim Young moved to sign the Intergovernmental Agreement with the State of Oregon for Port's Participation in the Oregon Cooperative Procurement Program. Jack Mulder seconded and the motion carried (4-0), Carolyn Decker absent.**
5. Discussion and Consideration of Amendment Number 2 to the Intergovernmental Agreement for the Salmonberry Trail, clarifying each agency's liability. The amendment protects the IGA members from being liable for actions or inactions of STIA. **Jack Mulder moved to approve Amendment Number 2 to the Intergovernmental Agreement for the Salmonberry Trail. Gerry Opdahl seconded and the motion carried (4-0), Decker absent.**
6. Discussion and Consideration of Resolution 2017-2018 #3 Appointing a Port Representative to the Salmonberry Trail Intergovernmental Agency. **Gerry Opdahl moved to Appoint Jack Mulder as Port Representative to the Salmonberry Trail Intergovernmental Agency, Jim Young seconded. Jack Mulder amended motion to make the term concurrent with the rest of his term as POTB Commissioner, Gerry Opdahl seconded. The amendment carried (4-0), Decker absent. The main motion carried (4-0), Decker absent.**
7. Consent Agenda – Motion to Approve Consent Agenda
 - a. Prior Meeting Minutes – Regular Meeting November 21, 2017; Special Meeting December 7, 2017**Jim Young moved to Approve the Consent Agenda, Gerry Opdahl seconded. Motion carried (4-0), Decker absent.**
8. Committee Reports
 - a. Tillamook Lightwave – Commissioner Young said that the new customer should be up and running in the cable station in the near future. TLW has approved and sent to bid the new HVAC system for the University of Washington but that is where it stands.
 - b. Salmonberry Trail – Commissioner Mulder told about the meeting on December 2, 2017 at Banks. They reappointed Oregon Solutions and will be continuing to work with Jim Johnson to help guide STIA going forward. Fundraising is continuing; local officials are looking in to obtaining TLT funds for marketing. Since there is a lot of interest in having the STIA meetings during the day so they will try to accommodate the requests in the future.

9. Manager's Report

- a. PERS Update – information regarding the upcoming large increases.
- b. SDAO Annual Conference – who to attend? Bob Olsen, Michele Bradley and Pami Boomer. The Port and Netarts Oceanside Sanitary District will split the cost for Commissioner Olsen and NOSD will invoice one half to POTB.
- c. Thank you letter – from employee George Schmader for Thanksgiving bonus. He has written to Hillsboro inquiring about starting a satellite flight school at TMK.
- d. Update on Building 6 Leases – potential tenant is still interested in leasing half of the building.
- e. OCSR Negotiation Update – Michele reported on the negotiation meeting with Jessica Jung, Paul Daniels and Brandon Thompson (by phone) of OCSR and Michele, Jim Young and Bob Olsen from POTB attending. OCSR presented a letter with 5 or 6 different points and a vision statement booklet outlining what they wanted to accomplish. The group worked through a lot of it but the Port was not open to some of the ideas. As an example of their desire to partner with STIA Jessica suggested that OCSR collaborate with STIA by constructing bridges that will accommodate the trail. OCSR has a bridge engineer who has designs that allow room for a trail. There was discussion of the obstacles in the construction of the Trail and how OCSR can help. Jessica also said that the Commissioners' desire to have OCSR run all the way to the Port is a definite possibility. The negotiations are still ongoing.

The Air Museum Café is being listed with a realtor as available for a tenant to operate it independently of the Museum.

10. Communications

- a. Next Special Meeting – Thursday, January 1, 2018, 12:30 – Follow up Strategic Planning. (Staff are invited to attend)
- b. Next Regular Meeting – Tuesday, January 16, 2018 @ 6:00 p.m.

11. The Board will now recess to Executive Session as authorized by ORS 192.660(2)(e) for Real Property Transactions. Recessed Regular meeting and entered Executive Session @ 8:05 p.m., exited Executive Session and reentered Regular meeting @ 9:09 p.m.

12. Commissioner Comments: None

13. Adjournment @ 9:10 p.m.