

##### AGENDA

**POTB BOARD OF COMMISSIONERS**

**REGULAR MONTHLY MEETING**

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

**MONDAY NOVEMBER 18, 2024 AT 12:30 P.M.**

<https://us02web.zoom.us/j/84077124356?pwd=KzRTVFUwbGxjS1hiZ205SzJwS3hUZz09>

*Any comments or written testimony, if allowed, may be submitted to* *mbradley@potb.org* *up to 3:00 pm on the afternoon of the meeting*

1. 12:30 Call to Order, Recognition of Persons Present, and Public Comment for Items Not on the Agenda (2-minute limit, or as Board President Desires)
2. 12:30 Friends of Tillamook Air Museum – Interim President Jack DeSwart - request to be on agenda
3. 12:45 Office Administrator Report – Pami Boomer
4. 12:55 Air Museum Director Report – Rita Welch
	* 1. Discussion and Consideration on Consultant Selection for Project Estimating for Hangar Repair and Upgrade **(possible Action)**
		2. Summary of Discussions with County Commissioners
		3. Discussion of Hangar Tenant Options
		4. Discussion of Funding Marketing Plan
5. 1:30 Consent Agenda **(Action)**
	* 1. Minutes for October 16, 2024 Regular Meeting and October 23, 2024 Board Workshop
		2. Lease Order #24-26 City of Wheeler; RR MP 833.3 – 833.05 Stormwater discharge and drainage; Annually
		3. Lease Order #24-27 Oregon Wing Civil Air Patrol; TMK Hangar #21; Aircraft storage; mo. to mo.
		4. Lease Order #24-28 David Conway; TMK Hangar #20; Aircraft Storage; mo. to mo.
		5. Lease Order #24-29 Stephen’s Express, Inc; Airport Circle Parking Area – TMK; Trailer(s) / Company Vehicle Parking; mo. to mo.
		6. Lease Order #24-30 Amazon.com Services, LLC; Approx. 10.57 acres Land @ 6105 Sorensen St.; Warehouse/Distribution; 180 months w/options up to ten (10) additional 5-year extension terms
6. 1:35 Discussion and Consideration of Contract with Fire Mountain Farms, Inc. for $292,282.00 for the Biosolids removal associated with the Wastewater Treatment Plant upgrades and Authorization for General Manager to sign contract documents **(Action)**
7. 1:40 Discussion and Consideration of Contract 2KG Contractors, Inc. for $1,249,245.00 for the Wastewater Treatment Plant upgrades and Authorization for General Manager to sign contract documents **(Action)**
8. 1:45 If available: Discussion and Consideration of Grant No. XXX with Oregon Department of Parks and Recreation for Improvements to the Blimp Base Disc Golf Course and authority for General Manager to sign all grant documents **(Action)**
9. 1:50 Discussion and Consideration of Resolution No. 2024-2025 #4 Declaring Items as Surplus **(Action)**
10. 2:00 Review, Discussion, and Consideration of Management Succession Policy
	* 1. Per required three year process
11. 2:10 Manager’s Written Report and Discussion - Michele Bradley
	* 1. Annual Manager Performance Evaluation forms
12. 2:25 Board Updates and Discussion
	1. Lease Process Discussion – request by Commissioner Mulder
	2. STIA Update – Commissioner Baertlein
		* 1. Organizational change and future request for shift in STIA funding
13. 2:45 Communications
	1. Closed Thanksgiving Holiday: November 28 and 29
	2. Board meeting: Wednesday, December 18, 2024, 6:00 pm
	3. Closed Christmas Holiday: December 25 and New Years Day
	4. Board Meeting: Wednesday, January 22, 2024 at 6:00 pm
14. 2:50 Executive Session per ORS 192.660 (2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and ORS 192.660 (2) (e) to discuss Real Property Transactions
15. 3:00 – 3:30 Adjourn