



APPROVED 12-11-12

BOARD OF COMMISSIONERS WORKSHOP and REGULAR MONTHLY MEETING TUESDAY, DECEMBER 11, 2012

**WORKSHOP – 4:00 P.M.
REGULAR MEETING – 6:00 P.M.**

WORKSHOP AGENDA: 4:00 P.M.

1. Call to order at 4:00 p.m.
Recognition of Persons Present -Commissioners - Bill Baertlein; Bob Olsen;
Jim Young; Georgine Beveridge; Carolyn Decker
Staff – Michele Bradley, Josh Balmer
Oregon Parks and Recreation Department- Tim Wood
Tillamook Economic Development Council – Dan Biggs
Public – Dan Huffman
2. Update: Rails and Trails Feasibility Study (Tim Wood, Director, Oregon
Parks and Recreation Department) Director Wood gave a brief history of the
proposed trail to date. General discussion followed.
**Commissioner Young moved to support moving forward on the
feasibility study and evaluating the potential of building a “rails with
trails” or a “trails only” on some portion of this rail line.
Commissioner Decker seconded the motion. No discussion. Motion
passed (5-0).**
Adjournment at 5:11 p.m.

REGULAR MEETING AGENDA: 6:00 P.M.

1. Call to order at 6 p.m.
Recognition of Persons Present Recognition of Persons Present -
Commissioners - Bill Baertlein; Bob Olsen; Jim Young; Georgine Beveridge;
Carolyn Decker
Staff – Michele Bradley, Aaron Palter, Josh Balmer
Day CPM – Eric Eckfield
State Historic Preservation Office – Ian Johnson
Public – Gus Meyer

ADD: Presentation by the State Historic Preservation Office regarding Historic Districts (Ian Johnson, State Historian, SHPO) – Mr. Ian Johnson gave a presentation to the Board about Historic Districts and funding sources to maintain them. Questions and answer session followed.

2. Consent Agenda **(Action)** – Ms. Bradley gave an overview of the consent agenda. Commissioner Beveridge noted some grammatical errors on the minutes and asked for some changes to her comments on item 11. **Commissioner Beveridge moved to approve the Consent Agenda (Minutes from 11/20/12) with the noted changes. Commissioner Young seconded the motion. No discussion. Motion passed (5-0).**
3. FEMA Alternate Projects – Mr. Eric Eckfield of Day CPM gave an update on the ongoing Federal Emergency Management Administration Alternate Projects. A brief general discussion followed.
4. Old Business
 - i. Lease Policy and Lease Template – **Tabled until 1st Quarter 2013**
5. New Business
 - i. Insurance Claim from Storm Damage – Ms. Bradley gave an overview of damage to the Industrial Park during the last wind storm.
 - ii. Review of Board Vacancy Application – Commissioner Baertlein announced his resignation as of January 1st 2013. Ms. Bradley presented the current form for a vacancy. Minor changes were made to the form. **Commissioner Beveridge moved to declare a vacancy on the board as of January 2, 2013 and have Ms. Bradley start the replacement process. Commissioner Decker seconded the motion. No discussion. Motion passed (5-0).**
 - iii. Discussion: Fiscal Year 2010-2011 Audit (Michele Bradley) – Ms. Bradley gave an overview of the audit from Fiscal Year 2010-2011. The Port's disposition has changed for the better, especially with Assets and long term debts, since the last audit. A general discussion followed.
 - iv. Update on Tillamook Lightwave (Commissioner Young) – Commissioner Young update the board from his attendance at the last Tillamook Lightwave meeting. An updated agreement with Coastcom is being contemplated.
6. Lease Orders – Ms. Bradley gave an overview of the lease orders. **Commissioner Young moved to accept the lease orders (AP 12-15 Roy Houck Construction, IP 12-16 Chris Sutherlin and IP 12-17 Silvercrest Hardwoods) Commissioner Decker seconded the motion. No discussion. Motion passed (5-0).**

7. Communications

- i. Next Regular Meeting: **1/22/2013** – 6:00 p.m. at **Port Main Offices**
(unless otherwise noted)
- ii. If needed, 1/03/2013 Special Meeting

8. Commissioner Comments - None

9. Adjournment at 9:00 p.m.