



APPROVED 2-21-2012

Special Meeting

Thursday, January 17, 2012

6:00 P.M.

4000 Blimp Boulevard
Tillamook, Oregon 97141
(503) 842-2413

NOTE: The Port Board of Commissioners reserves the right to recess into Executive Session as may be required at any time during this meeting, pursuant to the provisions of ORS 192.660.

1. Commissioner Baertlein (Acting President) called the meeting to order at 6:00 pm.

Recognition of Persons Present;

Commissioners – Carolyn Decker; Bill Baertlein; Georgine Beveridge;

Jim Young via telephone; Commissioner Olsen was absent

Staff – Michele Bradley (General Manager); Josh Balmer (Staff);

Day CPM – Eric Eckfield

2. Public Comment – No Public Comment

3. Consent Agenda

Ms. Bradley gave a brief overview of the financial reports and presented the minutes from the Special Meeting 1/5/12, answering questions as she went along.

Commissioner Baertlein entertained a motion to accept the consent agenda. Commissioner Decker so moved. Commissioner Beveridge seconded the motion. No discussion. Motion passed (4-0).

4. FEMA Alternate Projects Update - Mr. Eckfield gave an overview on projects out for bid (2.1 Admin, 3.2 Warehouse Business Park, Hooley Digester Upgrades) while answering questions as he went along. Ms. Bradley also answered questions as well.
5. Discussion and Consideration of Order #11-005 for Notice of Intent to Award a Contract in the amount of One Hundred Eighty-One Thousand Two Hundred Five Dollars (\$181,205.00) to Wing Ridge Construction LLC for Project 2.6/Building

18 Rehabilitation; and Authorization for General Manager to Sign Contract Documents Mr. Eckfield gave an overview and answered questions along with Ms. Bradley.

Commissioner Baertlein entertained a motion to accept Order #11-005 for Notice of Intent to Award a Contract in the amount of One Hundred Eighty-One Thousand Two Hundred Five Dollars (\$181,205.00) to Wing Ridge Construction LLC for Project 2.6/Building 18 Rehabilitation; and Authorization for General Manager to Sign Contract Documents. Commissioner Decker so moved. Commissioner Beveridge seconded the motion. No discussion. Motion passed (4-0).

6. Discussion and Consideration of Order #11-006 for Notice of Intent to Award a Contract in the amount of One Million Six Hundred Eighty-One Thousand Dollars (\$1,681,000) to 2KG Contractors, Inc. for Project 2.7/Building 19 Main Office Rehabilitation; and Authorization for General Manager to Sign Contract Documents. Mr. Eckfield gave an overview and an overview and answered questions along with Ms. Bradley.

Commissioner Baertlein entertained a motion to accept Order #11-006 for Notice of Intent to Award a Contract in the amount of One Million Six Hundred Eighty-One Thousand Dollars (\$1,681,000) to 2KG Contractors, Inc. for Project 2.7/Building 19 Main Office Rehabilitation; and Authorization for General Manager to Sign Contract Documents. Commissioner Decker so moved. Commissioner Beveridge seconded the motion. Discussion Commissioner Beveridge wondered if all of the orders in consideration were the low bidders. Commissioner Decker asked if we knew the contractors that we were selected. Mr. Eckfield answered in the affirmative to both questions. Motion passed (4-0).

7. Discussion and Consideration of Order #11-007 for Notice of Intent to Award a Contract in the amount of Seven Hundred Ninety-Nine Thousand Four Hundred Fifty Three Dollars and 30/100 (\$799,543.31) to Pacific Timber LLC for Project 11 – Septage Receiving Status Upgrades; and Authorization for General Manager to Sign Contract Documents. Mr. Eckfield gave an overview and answered questions along with Ms. Bradley.

Commissioner Baertlein entertained a motion to accept Order #11-007 for Notice of Intent to Award a Contract in the amount of Seven Hundred Ninety-Nine Thousand Four Hundred Fifty Three Dollars and 31/100 (\$799,543.31) to Pacific Timber LLC for Project 11 – Septage Receiving Status Upgrades; and Authorization for General Manager to Sign Contract Documents. Commissioner Decker so moved. Commissioner Beveridge seconded the motion. Contract amounts were corrected during discussion to be .31/100. Motion passed (4-0).

8. Discussion and Consideration of 2012 Pre-Qualified General Contractors Responding to RFQ (Request for Qualifications). Mr. Eckfield gave an overview and answered questions along with Ms. Bradley.

Commissioner Baertlein entertained a motion to accept 2012 Pre-Qualified General Contractors Responding to RFQ (Request for Qualifications). Commissioner Beveridge so moved. Commissioner Young seconded the motion. No further discussion. Motion passed (4-0).

9. Industrial Park Update and General Business

- a. Ms. Bradley presented 3 vehicles that staff felt were no longer viable to operate for the Port and answered questions.
Commissioner Decker moved to remove 3 vehicles (1989 Chevrolet pickup, 1990 Chevrolet SUV, 1998 Ford sedan) from fleet inventory and to surplus. Commissioner Young second the motion. No further discussion. Motion passed (4-0).
- b. Ms. Bradley provided an update on the Tillamook Animal Shelter and its request to have a 99 year lease with the Port while answering questions. Consensus was reached for a long term lease and to have Ms. Bradley move forward as directed in prior board meetings.
- c. Ms. Bradley gave a brief update on Tillamook Lightwave (TLW) and answered questions. The audit has been accepted.
- d. Commissioner Baertlein gave an overview of the NW Area Commission on Transportation (NWACT) he and Ms. Bradley attended.

10. Railroad Update

- a. Ms. Bradley briefed the Board on a potential study and testing to help with vegetation control along the railroad answering questions along with Josh Balmer. The testing would be at no cost to the Port, following FRA & ODOT guidelines also involving the OCSR.

11. Airport Update

- a. Ms. Bradley provided the Board with a brief update on the FAA Capital Improvement Plan (CIP) and State Capital Improvement Plan (SCIP) partnership answering questions as she went along.

12. Communications

- a. Next Special Board Meeting: 02/02/2012, Noon (brown bag lunch) – if necessary
- b. Next Regular Board Meeting: 02/21/2012, 6:00 pm

13. Commissioner Comments

Questions were asked about marketing for new and revamped properties. Ms. Bradley indicated that Leanne Neal from Rocky Intertidal Co. Creative has been working with her on marketing. Commissioner Baertlein asked where we were on the audit. Ms. Bradley stated that we had sent the MDA to Merina and have paid them up to date and are waiting for them to fit us in. Commissioner Young asked if there was any progress on the 3.5 mile sale to Portland and Western. Ms. Bradley Answered that we were still waiting to hear from PNWR, however unofficially there has been progress. Commissioner Decker asked for progress on the museum. Ms. Bradley indicated no word has been received since they were presented with the board's bullet points.

14. No Executive Session was necessary.

15. Commissioner Baertlein Adjourned the meeting at 7:28 pm.