



APPROVE 9/16/14
BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, AUGUST 26, 2014

1. Call to order at 6:00 p.m.
Recognition of Persons Present - Recognition of persons present - Commissioners - Jack Mulder; John Lewis; Jim Young; Bob Olsen (Commissioner Decker absent)
Staff - Michele Bradley; Pami Boomer; Josh Balmer
Tillamook County - Paul Levesque
Tillamook Pilots Association - Mike Stephenson; Bill Goodman
Headlight Herald - Blayne Sheaffer
Berkshire-Hathaway - Val Schumann
Public - Bob Kern; Jim Vachter; Matt Vachter from Rockaway Beach
2. Public Comment - Mr. Jim Vachter, Mr. Matt Vachter and Mr. Bob Kern approached the Board about adding railroad right of way improvements in Rockaway Beach for handicap access. He presented pictures of the area near the Rockaway Beach Chamber of Commerce that is a unofficial walkway for pedestrians and OCSR passengers. He was seeking approval from the Board to approach the City of Rockaway with support from the Port to ask the City's help in the process. A discussion was held with the outcome being that it was in Mr. Vachter best interest to bring this issue to the attention of the OCSR since they have the operating authority and legal responsibility for the maintenance of the right of way.
3. Consent Agenda **(Action)**
 - i. Approval of Prior Meeting Minutes of 07/22/14 - Commissioner Lewis asked for more information to be added to item 4 on the meeting minutes of 7/22/14. He will contact staff for the proper verbiage to be added.
 - ii. Financial Reports – July 2014 / Pami Boomer - Ms. Boomer gave a brief presentation of the financials provided to the Board. Discussion was held with the Board asking questions and seeking clarification on financial issues. Also discussed was ways to make the financial reports more user friendly for the Board. **Commissioner Mulder moved to approve the Consent Agenda with noted changes to the minutes from 7/22/14. Commissioner Olsen seconded the motion. No discussion. Motion passed (4-0-1 Commissioner Decker was absent).**
4. FEMA Alternate Projects
 - a. Update on Oregon Solutions Southern Flow Corridor Landowner Preferred Alternative Project / Paul Levesque, Tillamook County Chief of Staff- Mr. Levesque gave a brief update on the progress of the project. Environmental sampling and a FEMA survey were to be completed in the near future. A general discussion was held pertaining to the project, with the outcome being the project was on schedule.
 - b. Monthly Update / Eric Eckfield, Day CPM Services – Owner's Representative - Mr. Eckfield gave a brief overview of materials handed out. He highlighted that

the Port has spent to date \$36 million to date with roughly \$8.6 million to go. We are roughly at 81% of completion of the projects. He highlighted the progress on the Port Shops. Project is scheduled for a January 2015 completion. The roof at the Officers Mess Hall has been completed and is waiting for the architect to walk through with a punch list. Warehouses A and B roofs are scheduled to start the 9th of September. Digester update. The engine has been averaging at about a megawatt an hour. Daritech has installed alarms to deal with foaming issues with farmer's feed stock change. He also highlighted the changes James Peak has made to detect foaming issues. He also wanted to commend James and the management changes he has made at the digester to maintain the megawatt an hour. Mr. Eckfield read an update from Mr. Aaron Palter on the DEQ permit pertaining to excepting substrates at the digester. A discussion was held on the subject.

5. Update on Marketing Plan / Valerie Schumann, Berkshire-Hathaway - Ms. Valerie Schumann gave an update on a proposed tenant to lease an open warehouse located behind the Port Office. She also updated the Board on her progress in marketing the Blimp Hangar. Washington Roofing Company will have a bid to the Port on a real time cost to reroof the Blimp Hangar. Also discussed was possible interest in the Headquarters.

RECESS to Executive Session at 8:11 p.m. and ended at 8:31 p.m.

6. Discussion and Consideration of Resolution 2014-2015 #2 Updating Rules and Procedures for Access to Public Records (Action) - Discussion and Consideration of Resolution 2014-2015 #2 Updating Rules and Procedures for Access to Public Records (Action) - Ms. Bradley went over the changes proposed to the Rules and Procedures for Access to Public Records. **Commissioner Mulder moved to approve Resolution 2014-2015 #2 Updating Rules and Procedures for Access to Public Records. Commissioner Olsen seconded the motion. No discussion. Motion passed (4-0-1 Commissioner Decker was absent).**
7. Manager's Report
 - a. Manager Review Sheets
 - i. Set date for review - Ms. Bradley asked for a consensus on how to proceed with the review and for a set date for completion on Monday the 15th by noon. A meeting was scheduled for September 17th at noon.
 - b. DEQ Landfill Permit - Ms. Bradley gave an update on the landfill permit. A closure plan will be needed. Cost for the plan is estimated at \$10,000.00, staff is looking to reduce the cost.
 - c. Thank You From Foster Parent Event
 - d. Update on ODOE's LC 581 - more information is provided in the packet.
 - e. Update on Contract with Alexander and Associates - update on the work that Ron Alexander has done, several tours have been scheduled with potential partners.
 - f. Update on Contract with NCS
 - g. Courtesy Car Update - James has the car running, insurance is being pursued along with license from the DMV.
 - h. FitOberfest Event at The Warehouse Gym - The Warehouse will be holding an event along with local breweries and food vendors to have an Octoberfest style event at the Warehouse Business Park, the Port is a sponsor.
 - i. Eagle Scout Project - Several Eagle Scouts have approached the Port with project ideas at the Port.
 - j. Letter from Tillamook Pilot's Association - Mr.'s Goodman and Stephenson from the TPA presented a letter to the Board on the positive feedback on the new

FBO. Mr. Goodman also commended Warren Magnuson on his customer service at the airport. Also discussed were more amenities to attract more jet business to the airport. The TPA also thanked the Port for the computer in the pilot's courtesy room. Commissioner Young personally thanked the TPA for the letter.

- k. OTRA dissolution update. – The OTRA partners have signed the dissolution agreement.
8. Discussion of Award: ODOT Transportation & Growth Management (TGM) Grant for the Salmonberry Corridor Master Plan Integration – Coastal Segment - The Port received a grant. The grant will be beneficial for the Salmonberry Trail Project.
9. Lease Orders
- a. Lease Order #14-14 – RTI Nehalem Telecom Inc., OH Telephone Line Crossing at RR MP 827.0, Annual Fee with 3% increase in January - . **Commissioner Olsen moved to approve Order # 14-14. Commissioner Mulder seconded the motion. No discussion. Motion passed (4-0-1 Commissioner Decker was absent).**
10. Communications
- i. Next Special Meeting: 9/4/14 at 12:00 p.m. – Special Districts Association Pilot Project – meeting; lunch served
 - ii. Next Regular Meeting: 9/16/2014 at 6:00 p.m.
 - iii. Connect Oregon 5 Funded list of projects - FYI
11. Commissioner Comments - Commissioner Mulder handed out an article on rails to trails.
12. Adjournment at 8:58 p.m.