



APPROVED 11-19-13

**BOARD OF COMMISSIONERS
MEETING THURSDAY, October 3, 2013 AT 12:30 P.M.**

1. Call to order at 12:32 p.m.
Recognition of Persons Present – Commissioners – Jim Young; Bob Olsen;
John Lewis (Commissioners Decker and Mulder absent)
Staff – General Manager Michele Bradley; Project Coordinator Aaron Palter;
Josh Balmer
Headlight Herald – Sayde Moser
2. Public Comment - None
3. Executive Session per ORS 192.660 (2)(e) to discuss Real Property Transactions – Session began at 12:33 p.m. and ended at 2:34 p.m.
4. FEMA Alternate Projects - **Tabled**
5. Update and Discussion of Water Rate and Base Charge Increase - **Tabled**
6. Salmonberry Corridor Coalition Update - **Tabled**
7. Manager's Report – September – Ms. Bradley briefed the Board on -
 - Inspector General's FEMA audit
 - Letter of congratulation from Congressman Schrader's office for the Near Space Building.
 - Thank you letters from – Public Safety Chaplain; NW Carry and Defend.
 - Port Master Plan – Including a historic aspect.
 - Connect Oregon IV Possibilities.
8. Update on Tillamook Urban Renewal Agency – **Tabled**

9. Update on NW Area Commission on Transportation Meeting – Commissioner Young gave a brief update on The NWACT meeting he attended.

10. Consent Agenda **(Action)**

- a. Approval of Prior Meeting Minutes of 8/15/13 and 9/17/2013 Regular Meetings and 9/4/2013 Special Meeting - **Commissioner Olsen moved to approve the minutes from 8/15/13, 9/4/13 and 9-17-13. Commissioner Lewis seconded the motion. Discussion – Commissioner Lewis asked that it be shown in the minutes from the 9/17/13 meeting that he had raised the question on how long the digester was projected to run in the red, Ms. Bradley indicated the estimate was up to three years. Commissioner Olsen amended his motion to reflect Commissioner Lewis's request. Motion passed (3-0-2 Commissioner's Decker and Mulder absent).**
- b. Financial Report - **Tabled**

11. Communications

- a. Next Regular Meeting: 10/22/2013
- b. Need for a second monthly meeting? Dates?

12. Commissioner Comments – Commissioner Olsen asked when there would be a committee formed to review on the rental rates. He also asked that the website be reviewed with marketing to be a primary goal to better reach more markets. More picture and reformatted for ease of use. Ms. Bradley informed the board it would be an estimate \$1500 to just revamp the home page. She also expressed that both items were part of the goals that were set for her and staff in the Board's work plan. Commissioner Olsen also asked if we have received any information on the testing for the marketing aspect at the digester. Ms. Bradley informed the Board that she has a call into Gary Trinetti of Garick to whom the samples were sent. She also has a meeting scheduled with another prospected marketing person for the digester. Commissioner Olsen expressed he felt it was important to know what was in the fiber before marketing it. Ms. Bradley agreed with him. Commission Young asked if we were getting the best product out of the digester. Mr. Palter expressed that he could not answer the question without seeing the testing. Commissioner Olsen asked if we had a plan on how to make money on the digester or alternatives. Every day it is producing a product and we need to get rid of it at a profit. If the local market is not interested we need to come up with another means of disposal. Ms. Bradley reiterated that it is on the priority list and the work list that was tasked to her. Commissioner Olsen asked why we have not received the test results from samples that were sent in well over a month ago. Ms. Bradley

informed him that we were sending the samples to Garick who in turn they were sending them in for testing. Commissioner Olsen asked if we had a plan for the liquid produced at the digester. Ms. Bradley stated that we had recently entered into a confidential agreement with someone to look into the matter for the POTB.

13. Adjournment at 3:26 p.m.