



APPROVED 5/19/15
BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING MINUTES
TUESDAY, APRIL 21, 2015

1. Call to order at 6:00 p.m.
Recognition of Persons Present – Commissioners – John Lewis; Carolyn Decker; Jim Young; Bob Olsen (Commissioner Mulder Absent)
Staff – Michele Bradley; Pami Boomer
Day CPM – Eric Eckfield
Tillamook County – Paul Levesque
Joint Regional Operations Center (JROC) - Brian Lynott
EDC/SBDC – Mike Cohen
TPA – Loten Hooley
Public – Gus Meyer
2. Public Comment
 - a. Tillamook Pilot's Association Update/Comment – Mr. Hooley thanked the Port for getting the runway length changed with the FAA. He also informed the Board that a pressure nozzle for Jet A is still needed.
3. Consent Agenda **(Action) – Commissioner Decker moved to accept the Consent Agenda with changes to the Minutes dated 3/17/15, items 5&7. Commissioner Lewis seconded the motion. No discussion. Motion passed (4-0).**
 - a. Prior Meeting Minutes – March 17, 2015 and April 2, 2015
 - b. Lease Orders
 - i. Correction on date of Order 15-04 to begin 4/13/15
 - ii. New – Taiga Press, Building #12, work room and use of common area; month to month; plus utilities and 3% annual CPI each January
4. Financial Reports – March 2015 – Ms. Boomer gave the Board an overview of the provided Financial Reports. Highlights included the Ports revenue being on par, Fiber Sales down, Landfill Tipping fees down and the Museum Store having a fuller inventory. Commissioner Decker noted she was impressed with the Museum's Grand Opening. A Budget Meeting has been schedule for May 21st at 12:30 p.m.

5. FEMA Alternate Projects

- a. Oregon Solutions Update - Mr. Paul Levesque reported that the draft EIS for the Southern Flow Corridor would be released later in the week, also being release were 65% engineered drawings/specs. He indicated that permits would be obtained over the next 4 months and that year 3 funding has been fully funded by NOAA.
- b. Monthly Update, (Eric Eckfield, DAY CPM, Owner's Representative) – Mr. Eckfield reported that the Port Shops were at 98% completion. The next step is staff training on equipment and moving into the shops. He also touched on the Mess Hall additional work; the Construction Documents are at 55% completion and are under review. Commissioner Young asked about an update on the Roads Project. Mr. Eckfield indicated they were scheduled to start mid/late July. A general discussion was held on the remaining ongoing projects.
- c. Monthly Digester Performance Reporting – Ms. Bradley gave a brief overview on the current operations at the Digester.

6. Joint Regional Operations Center (JROC) – Mr. Brian Lynott gave a brief presentation to the Board on the Joint Regional Operations Center (JROC) and the possibility of a partnership with the Port. A discussion was held. **Commissioner Decker moved to support and endorse JROC and FLETA. Commissioner Olsen seconded the motion. No Discussion. Motion passed (4-0).**

7. Executive Session per ORS 192.660 (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. Session began at 8:20 p.m. and ended at 8:37 p.m.

8. Discussion and Consideration of Classic Aircraft Aviation Museum, Inc. Agreement **(Action)** – No new update. Report back at the 5/7/15 meeting.

9. Discussion and Consideration of One Application for Budget Committee Vacancy **(Action)** **Commissioner Olsen moved to appoint George Schmader to the Budget Committee. Commissioner Young seconded the motion. No discussion. Motion passed (4-0).**

10. Manager's Report

- a. Washington County Decision – Property Sale: Received from Washington County, pending survey work now.
- b. Budget Committee Form – to distribute.
- c. Museum Grand Opening Headlight Herald article
- d. Thank you notes – THS Freshman Class for Charity Drive donation, and Tillamook County Master Gardeners for fiber donation
- e. RR Crossing Exemption Status – POTB has been working with ODOT Rail and OCSR to potentially exempt crossings.

11. Communications

- i. Economic Development 101 Class – Canceled
- ii. Next Special Meeting – May 7, 2015 (if needed)
- iii. Next Regular Meeting - May 19, 2015

12. Commissioner Comments – Commissioner Olsen asked for a status update on contacting Legal Counsel regarding the Digester. Ms. Bradley stated that Counsel is currently working on it. He also asked if the Port monitors usage of the Truck Scales. Ms. Bradley will check with the Industrial Park Supervisor on how he monitors and report back. Commissioner Olsen also asked about the taxiway paving project to the private hangars. It is weather dependent and is still scheduled to happen. Commissioner Lewis asked that it be noted on the record that the Port is still One (1) Million in the hole and the Port needs to tighten its belt more.
13. Adjournment at 9:02 p.m.