



**APPROVED 11/17/15**

**MINUTES**  
**BOARD OF COMMISSIONERS**  
**SPECIAL MEETING**  
**THURSDAY, NOVEMBER 5, 2015 AT 12:30 P.M.**

**POTB MAIN OFFICES – Conference Room**  
**4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Commissioner Young at 12:30 PM  
Recognition of Persons Present:  
Commissioners John Lewis; Carolyn Decker; Jim Young; John Mulder and Bob Olsen  
Staff: Michele Bradley; Pami Boomer; Aaron Palter; Phyllis Rice and Margaret Amick  
Valerie Schumann - Berkshire Hathaway  
Alan Evans - Helping Hands Re-Entry  
Patrick Wingard - DLCD / Regional Solutions Team  
Sarah Absher, Assistant Planner @ Tillamook Co. Community Development; Bryan Pohl, Director- TCCD  
Kyle Kearns - NW Regional Solutions/ RARE/ POTB Volunteer  
Ron Braxling – Braxling & Braxling Inc.  
Sam Shogren – Shogren Consulting Group  
LeeAnn Neal - Tillamook County Pioneer  
Nick Zwald; Heather Zwald - Zwald Transport  
Public: Gus Meyer; Jesse Werner

2. Public Comment:  
Jesse Werner expressed his worries regarding the noise levels, increased traffic and negative aesthetics from the Braxling land sale. Ron Braxling reassured Mr. Werner that he wants to be a good neighbor and will be creating berms and landscaping to help mitigate the noise and screen the view of his operations. He also stated he welcomes input one on one with the public as to any concerns. Mr. Braxling informed the board that he is ready to close the sale.

Alan Evans and Valerie Schumann informed the Board they are ready to sign the Final Purchase and Sales Agreement between the Port of Tillamook Bay and Helping Hands Re-Entry. An email from de Garde Brewing expressing concern regarding possible negative actions from clients of Helping Hands was entered into the record. **Commissioner Decker moved to approve the Final Purchase and Sales Agreement between the Port of Tillamook Bay and Helping Hands Re-Entry as written and sign today (November 5, 2015). Commissioner Mulder seconded, motion passed (5-0).**

3. Update on Southern Flow Corridor Project – Paul Levesque, Tillamook County  
Was tabled due to illness of Paul Levesque
4. If available, Discussion and Consideration of Accepting Easements Regarding Construction of the Southern Flow Corridor Project – Paul Levesque, Tillamook County  
Was tabled due to illness of Paul Levesque
5. FEMA Projects Update – Eric Eckfield, DAY CPM  
Was tabled due to absence of Eric Eckfield
6. Discussion and Update on Port Zoning – Kyle Kearns, NW Regional Solutions/RARE, Patrick Wingard, DLCD, and Sarah Absher, Tillamook County  
Patrick Wingard suggested a zone change from M1 to Light Industrial/“Employment” Zone for the area of the Port specified on the map placed in the record and offered his continued help if the Port wants to pursue the process. He explained the new zoning would allow businesses complimentary to the current tenants and enhance the Port’s offerings to the public. Commissioner Olsen inquired about the cost of the application process and Mr. Wingard explained that normally the expense runs \$20K to \$30K for a consultant, plus the application fees of about \$6K. However, with the funded assistance of himself; Kyle Kearns; Sarah Absher and Bryan Pohl the cost to the Port would be limited to the application fees.
7. Leases:
  - a. Lease Order 15-17: Dana Wheeler, Airport Hangar #13, month to month, \$264.88, plus 3% annual increase. **Commissioner Decker moved to approve Lease Order 15-17. Commissioner Lewis seconded, motion passed (4-0) Commissioner Mulder was temporarily absent.**
  - b. Tenants seeking to utilize POTB Buildings for growing cannabis- After discussion, Commissioners Lewis, Mulder and Young agreed that until marijuana is legal at the federal level the Port does not want to risk its access to federal funds. Commissioner Decker was against leasing for recreational marijuana. **Commissioner Lewis moved that the Port will not entertain any lease agreements for marijuana growing until it is legal at the federal level. Commissioner Mulder seconded, motion passed (4-1). Commissioner Olsen dissented. The Board agreed to review in one year, if nothing has changed at the federal level.**
8. Tillamook Air Museum Update – Phyllis Rice, Director  
Ms. Rice reported there has been no word back from the Navy regarding availability of more historic planes for display. The Kid’s Play Area is ready and the new exhibit showing the valves used for filling the Blimps is finished and she will be applying for a Water Intrusion Grant to address the leakage problem in the foyer. The new lunch menu and Lunch Card program begins on November 13, 2015 and there has been the use of torpedo style heaters donated for the Veterans Day program.
9. Draft Financial Report for August 2015 – Pami Boomer, Accounting  
Ms. Boomer stated she will be returning to the Tuesday meetings on Nov.17 and said the budget is on track for the year. She reported on the meeting with, and feedback from the local farmers regarding the cost of hauling to the Digester. The board discussed the Digester and its benefits to the community; haulage fees and ways to mitigate the costs.

a. Long Term Debt Review – Michele Bradley

Ms. Bradley reported the Port is working with TLC to extend the \$1M line of credit that has just expired and to combine it with the current \$5M line of credit.

10. Discussion and Consideration of Staff Recommendation to Increase Septage Receiving Rates. After discussing the risks of losing customers should the City of Tillamook start accepting septage again the board decided on a smaller increase. **Commissioner Olsen moved to raise the Septage Receiving Rates to \$0.10 per gallon effective January 1, 2016. Commissioner Lewis seconded, motion passed (4-0). Commissioner Mulder absent at 2:30 PM.**

11. Communications

- i. Next Regular Meeting – Tuesday, 11/17/15 at 6:00 p.m.
- ii. Veteran's Day Event at Air Museum, Wednesday 11/11/15
- iii. December Regular Meeting – Tuesday, 12/22/15 at 6:00 PM

12. Commissioner Comments                      None

13. Adjournment              Commissioner Young at 2:58 PM