



APPROVED 4/22/14

**BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, MARCH 18, 2014**

1. Call to order at 6:00 p.m.
Recognition of Persons Present - Commissioners - Jack Mulder; John Lewis; Carolyn Decker; Jim young; Bob Olsen
Staff - Michele Bradley; Pami Boomer; Aaron Palter; Josh Balmer
County - Bill Baertlein; Paul Levesque; Rachel Hagerty
Valerie Schumann - Berkshire-Hathaway
Public - Tilda Jones; Gus Meyer
2. Public Comment - County Commissioner Bill gave an update on the proposed County Animal Shelter. Contact has been made with the film crew interested in building the shelter. They are moving forward with a pilot and if the show gets a good reaction, Tillamook Shelter will be one of the first six projects completed. Commissioner Olsen and Commissioner Baertlein met last Saturday to discuss a new location within the Port. A discussion followed with the board focusing on the idea of moving the location. The item will be added to a yet to be determined meeting.
3. Consent Agenda - Ms. Boomer gave a brief overview of the financials focusing on the new graphs and new budget items. A general discussion followed. Attendance corrections were made to the draft minutes Of 2/18/14. **Commissioner Decker moved to accept the Consent Agenda adding Commissioner Mulder on the attendance list of the 2/18/14. Commissioner Olsen seconded the motion. No discussion. Motion passed (5-0).**
4. FEMA Alternate Projects - Mr. Eckfield gave an update on the FEMA projects budget to date. He also gave an update on the current projects and upcoming new projects. The projects are currently under budget by \$58,000.00. Airport FBO update, highlighting items remaining to be done Water/Sewer etc. Digester update - ongoing issues with the generator is

being addressed this week. Roads are waiting for response from the contractor after they did a survey. Port Shop was bid. Five bids were received. Four out of the five were responsive. Baldwin contracting out of Albany was the apparent low bid. Mr. Eckfield will meet with them on Friday to go over their bid. Greenhouses are waiting on finalization from Food Roots. Officers Mess Hall and the 2 warehouse roofing and construction packages will go out to bid shortly for work to be completed this summer.

5. Update on Oregon Solutions Southern Flow Corridor – Landowner Preferred Alternative Project (Paul Levesque, Tillamook County Chief of Staff) - Mr. Paul Levesque gave a brief update on the project. He explained that he had created as requested, a 2 phase financial plan for the project and presented it to the Port. Commissioner Young asked if the project was designed but not constructed, would the Port be liable to repay FEMA the funds spent back. Mr. Palter indicated that FEMA has indicated that at this time that a final answer has not come from FEMA. However, OEM has stated that in these cases FEMA does not require the monies spent to be returned. Commissioner Young thanked Mr. Levesque for his work on the financial plan.
6. Consideration of Tillamook County's Financial Plan in re: Memorandum of Agreement Regarding the Southern Flow Corridor – Landowner Preferred Alternative Project **(Action) - Commissioner Mulder moved to accept the Phase 1 Financial Plan with the numbers presented. Commissioner Lewis seconded the motion. Discussion followed asking for clarification on what the Board is voting on. A discussion followed explaining the motion in detail. Motion passed (4-0-1 Commissioner Olsen abstained due to convolution of the motion).**
7. Update on the Port's Marketing Plan, Valerie Schumann, Berkshire-Hathaway - Valerie Schumann gave a status of the work she has done on the Port's Marketing Plan. A round table discussion followed. Outcome being a written report from Ms. Schumann to be presented at the next meeting.
8. Manager's Report – February 2014
 - a. Col-Pac Information and Annual Report – The Port made it into the Col-Pac annual report for many projects.
 - b. PERS Audit - PERS audit update and result. Veronique will be trained more on payroll items as Pam transitions to more oversight.
 - c. Oregon Coast Scenic Railroad: Letter from Oregon Department of State Lands - OCSR has filed a federal lawsuit against DSL. Ms.

Bradley and Mr. Palter have reviewed the Agreement. Port's legal counsel has been apprised of the issue.

- d. Letter from A & K Railroad - A&K letter reminding the Port that they are scrap dealers and to call if we are interested.
- e. Fiscal Year 2012-2013 Audit Update - Merina should have it wrapped up in the next month.
- f. Ms. Bradley will be out of the state on vacation next week.
- g. Laura McAllister of Banks has complained that we are not responsibly taking care of the ROW. The Port has went out numerous times to clear brush. She has threatened legal action and has been referred to legal counsel.

- 9. Discussion and Consideration of Submitting an Application for the Port of Tillamook Bay to Obtain a RARE Volunteer, due April 18, 2014 **(Action)** - RARE opportunity overview and round table discussion. Consensus reached to move forward in submitting an application.
- 10. Lease Orders - Ms. Bradley gave an overview of the lease order for hangar #4 to Brian Boehler. **Commissioner Decker moved to approve the lease order. Commissioner Mulder seconded the motion. No discussion. Motion passed (5-0).**
- 11. Executive Session per ORS 192.660 (2)(e) to discuss Real Property Transactions – No session needed.
- 12. Communications
 - a. Next Special Meeting: Wednesday 3/19/14, Digester Workshop 2:00 pm
 - b. Next Regular Meeting: 4/22/14 at 6:00 p.m.
- 13. Commissioner Comments – Commissioner Olsen asked if airport uniforms would be ready by the ribbon cutting at the new FBO, Ms. Bradley said they would be. Commissioner Mulder has been asked to be on a trust for funding for the Salmonberry Corridor Project. The Creamery has concerns on the trail route and pedestrian issues. TCCA will be on the stakeholder list. Mark Elston of Hampton Lumber has contacted the Port with concerns of a trail running through Hampton's Mill at Third Street. Commissioner Olsen wondered if the budget team has been assembled. Ms. Bradley has indicated it is in the works, and that one member, Matt Mumford, has resigned. Tourist season is coming. Consider a better sign for the RV Park. It has already been ordered and will be installed prior to the ribbon cutting.
- 14. Adjournment at 8:20 p.m.