



APPROVED 6/17/14

**BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, MAY 20, 2014**

1. Call to order at 6:01 p.m.
Recognition of Persons Present - Commissioners - John Lewis; Jack Mulder; Carolyn Decker; Bob Olsen; Jim Young (via Telephone)
Staff - Michele Bradley; Pami Boomer; Aaron Palter; Josh Balmer
Day CPM - Eric Eckfield
Headlight Herald - Adam Schwend; Blayne Sheaffer
Berkshire-Hathaway - Valerie Schumann; Kristen Penner
Veolia Water Solutions & Technologies - Richard Mattocks; Dan Van Artsdalen
2. Public Comment - None
3. Consent Agenda - Ms. Boomer went over graphs and financials that were provided in the board packet highlighting several items of interest. She also informed the board that there may have to be special meeting for a supplemental budget for this fiscal year. A discussion was held on the upcoming increase in medical benefits. Outcome of the discussion was the need for a benefit analysis for the Port employees. Commissioner Lewis formally requested a department breakdown monthly in his packet.

Commissioner Decker asked that the wording be changed on the last sentence of item six on the draft minutes to say "without liability".

Commissioner Young moved to accept the Consent Agenda as presented. Commissioner Mulder seconded the motion. No discussion. Motion passed (5-0).

4. FEMA Alternate Projects - Mr. Eckfield gave a brief presentation on materials handed out highlighting on projects that will be able to be closed out. Warehouse A&B projects are available for bid on May 28th. Also bidding on the 28th is the Officer Mess Hall roofing project. He also touched on ongoing projects (FBO, Roads, Port Shops, and Digester) and the issues with the Digester's generator repair. Ms. Bradley introduced Richard Mattocks of Veolia Water Solutions & Technologies who has been contracted to access the ongoing issues at the Digester. He will be looking at the data provided and the operation in place at the Digester and presenting his findings. At this point it is too premature for Mr. Mattocks to

report any progress. He projects that he will be able to report back in a few weeks with more. Veolia Water Solutions & Technologies offers a wide variety of services for digesters.

Mr. Palter gave a brief presentation of the Sandy Recovery Act. The Act reduces the 10% penalty for the Port choosing to go with the Alternate Projects. It allows the Port to apply the Act against projects that have not been started (PW's 941-947-949-951-955).

5. Update on Oregon Solutions Southern Flow Corridor Landowner Preferred Alternative Project - Mr. Palter gave a brief update on the current status of the Southern Flow Corridor proposed project and the Environmental Impact Statement Scoping Public Meeting, Wednesday May 28th at 5:30 p.m. at the Officer's Mess hall.
6. Update on the Port's Marketing Plan / Valerie Schumann (Berkshire-Hathaway) - Ms. Valerie Schumann gave an update on the Port's Marketing Plan.
7. Update on Salmonberry Trail Project / Commissioner Mulder - Commissioner Mulder gave a brief update on the Salmonberry Trail Project. Tillamook Forest Heritage Trust Board toured of the project area. Senate Bill 1516 provides for reporting back to legislature and designates a group to search for funding. Workshop may be needed to discuss the item. Tentatively a meeting will be set for July 3rd at 12:30 p.m.
8. Manager's Report – March 2014
 - a. Goals update - Ms. Bradley gave an update on the Goals set by the Board.
 - b. Staff Training – CPR/First Aid, Safety Committee, BOLI Management Training - training was held for the staff focusing in first aid and CPR. The staff also received training for safety committees. Ms. Bradley and Ms. Boomer have been going to BOLI Management Training.
 - c. Thank you from Oregon Pilot's Association - The Oregon Pilot's Association sent a thank you letter for the use of the conference room at the new FBO and the excellent service provided by Port staff.
 - d. Tillamook Animal Shelter Update - Rebecca Rodriguez from the Animal House Show came and viewed the alternate site for the animal shelter. Ms. Rodriguez would prefer the original site.
 - e. OCSR Update - OCSR has appealed the court's decision.
 - f. EDC Annual Dinner – POTB table? 6/26/14 – Yes.
 - g. Items on loan from US Department of Navy - Staff will account for what we have on loan from the Navy. A discussion was held on what will be budgeted for museum revenue for the next fiscal year. January 2016 is still the date when the Erickson Group will be vacating the Museum.

9. Executive Session per ORS 192.660 (2)(e) to discuss Real Property Transactions, if necessary
10. Communications / Upcoming Meetings
 - a. Budget Committee Meeting: Thursday, 5/22/14 at Noon
 - b. Next Regular Meeting: 6/17/14 at 6:00 p.m.
 - c. FEMA Environmental Impact Statement Scoping Public Meeting: Wednesday, 5/28/14 5:30-7:30 pm at the Officer's Mess Hall
11. Lease Orders - Commissioner Decker moved to approve the lease order as presented (AP 14-07, Hangar #9). Commissioner Lewis seconded the motion. Discussion was held asking what was being stored. Motion passed (5-0).
12. Commissioner Comments - Zwald letter update. Ms. Bradley accepted the rate in the letter. Commissioner Olsen stated a need for a new permit for the digester. Ms. Bradley indicated that our operations plan has been submitted to DEQ for the new permit for substrates. Also to continue looking for a vendor for substrates. Commissioner Decker asked if we have learned anything from the digester issues and the way we contract projects. A subsequent discussion was held on the digester and the ongoing issues and the need for a supervisory change.
13. Adjournment at 8:33 p.m.