



APPROVED 7/22/14

**BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, JUNE 17, 2014**

ALSO SAT AS THE LOCAL CONTRACT REVIEW BOARD

1. Call to order at at 5:45 p.m.
Recognition of Persons Present - Board - John Lewis; Jack Mulder; Carolyn Decker; Jim Young; Bob Olsen
Staff - Michele Bradley; Pami Boomer; Josh Balmer
County - Paul Levesque at 5:51 p.m. Rachel Hagerty at 5:57 p.m.
HH - Blayne Shaeffer
Berkshire-Hathaway - Valerie Schumann
2. Public Comment - None

OPEN BUDGET HEARING

3. Public Comment - None

CLOSE BUDGET HEARING; CONTINUE REGULAR MEETING

4. Consideration of POTB Budget for Fiscal Year 2014-2015 per POTB Resolution 2013-2014 #6 **(Action)** - Ms. Bradley recommended that the Board adopt the budget as presented. **Commissioner Decker moved to approve POTB Resolution # 2013-2014 # 6. Commissioner Mulder seconded the motion. No discussion. Motion passed (5-0).**
5. Consent Agenda - No changes were noted for the minutes presented. Ms. Boomer presented the financials noting changes that were not in the packets, a discussion followed. **Commissioner Olsen moved to approve the Consent Agenda as presented. Commissioner Decker seconded the motion. No discussion. Motion passed (5-0).**
6. Resolution 2013-2014 #7 Authorizing Medical Expense Reimbursement Plan to Self-Fund the Deductible amount over the Initial \$1500 to 100% - Ms. Bradley recapped the history behind the resolution being presented. **Commissioner Decker moved to approve Resolution #7 2013-2014 Authorizing medical expense reimbursement plan to self- fund the**

deductible amount over the initial \$1500 to 100%. Commissioner Mulder seconded the motion. Discussion held to define the wording \$1500 to 100%. Motion passed (5-0).

7. FEMA Alternate Projects

a. Monthly Update (Eric Eckfield, Day CPM Services – Owner's Representative) - Mr. Eckfield gave an overview of materials handed out. He also gave the Board an update on current and future projects (Airport FBO, Port Shops, Digester, and Hoop Houses). A discussion was held on the James Peak's effort to eliminate the sickness at the digester. Once the gas production reaches a level the engine can be started so 2G can repair the generator. Ms. Bradley handed out the Veolia report on the digester. Commissioner Olsen asked if substrates would help fix the issue. Mr. Eckfield gave his "opinion" that substrates would help deal with the consistency issue from the farms.

b. **ADDED ITEM: Sitting as the Local Contract Review Board:** Discussion and Consideration of Notice of Intent to Award #14-003 - a Contract to Baldwin General Construction in the amount of One Million Three Hundred Seventy-Seven Thousand Two Hundred Ninety-Eight (\$1,377,298) Dollars for the Warehouse A (2.4) and Warehouse B (2.8) Projects; and Authorizing the General Manager to Sign any Contract-Related Documents **(Action)** - Mr. Eckfield gave a brief history of the roofing project for Warehouses A&B. **Commissioner Mulder moved to award the contract to Baldwin Construction Award #14-003. Commissioner Decker seconded the motion. No discussion. Motion passed (5-0).**

c. **ADDED ITEM: Sitting as the Local Contract Review Board:** Discussion and Consideration of Notice of Intent to Award #14-002 - a Contract to LP Metal Works LLC in the Amount of Ninety-Nine Thousand Five Hundred Sixty (\$99,560) for the Administration Building Project 2.1 Roof Replacement; and Authorizing the General Manager to Sign any Contract-Related Documents **(Action)** - Mr. Eckfield gave a brief history of the roofing project for the Officers Mess Hall. **Commissioner Mulder moved to award #14-002 to LP Metal Works LLC. Commissioner Decker seconded the motion. No discussion. Motion passed (5-0).**

d. **ADDED ITEM:** Update on Oregon Solutions Southern Flow Corridor Landowner Preferred Alternative Project / Paul Levesque, Tillamook County Chief of Staff - Mr. Levesque and Ms. Hagerty updated the Board on the progress of the Oregon Solutions Southern Flow Corridor Landowner Preferred Alternate Project. A general discussion was held focusing on the timeframe of the projected completion of the EIS (Draft by April 2015 and final possibly by September 2015) and when construction is slated to begin.

8. **ADDED ITEM:** Update on Port's Marketing Plan / Valerie Schumann (Berkshire-Hathaway) - Ms. Schumann gave an update on her efforts for the marketing plan. Most of her focus has been on marketing for the blimp hangar. She has also talked with a seafood company that may be interested

in having a distribution space at the Port. CenturyLink has also expressed interest in relocating there warehouse. Commissioner Mulder asked if data centers had been explored. Ms. Bradley indicated yes and that companies are reluctant to locate due to the power needed for the facility.

9. Manager's Report – June –

- Ms. Bradley gave a follow up on the EDC dinner.
- Ms. Bradley has been invited to a 4 day course on Economic Development Course in August. She will report back
- 2012-2013 audit has been submitted.
- Hopeful for a September start for the 2013-2014 audit.
- Ms. Bradley gave a brief update on the Salmonberry Corridor Project. Commissioner Mulder explained who the group was that is overseeing the project. He also gave an update on the project.
- OCSR meeting with DSL & Army Corp of Engineers.
- Digester update. Commissioners to read Veolia's report and discuss at a later time.
- Manager review will start in the next few weeks.

10. Lease Orders **(Action)** - Ms. Bradley gave a review of the lease orders(14-08, 14-09). **Commissioner Mulder moved to accept the lease orders as presented. Commissioner Olsen seconded the motion. Discussion on the 3% yearly increase was held, whether it was automatically 3% or could it be adjusted. Motion passed (5-0).**

11. Communications

- i. FY 2012/2013 Audit Letter to Commission – Confidential
- ii. Salmonberry Trail Public Meeting: 6/24/2014, 5:30 pm at the Officers Mess Hall, POTB
- iii. Next Regular Meeting: 7/22/2014, 6:00 pm

12. Commissioner Comments - Commissioner Olsen thinks that our new vehicles should have the Port's identification on them. Commissioner Mulder also thought it was a good idea. Ms. Bradley indicated that when the vehicles were purchased the Board at the time was considering a rebranding. General consensus is that it should be done. Commissioner Olsen volunteered for the fair again.

13. Adjournment at 7:52 p.m.