



APPROVED 6/18/13
BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, APRIL 16, 2013

1. Call to Order at 6:02 p.m.

Recognition of persons present - Commissioners- Georgine Beveridge;
Carolyn Decker; Bob Olsen; Jim Young; Jack Mulder
Staff – Michele Bradley; Aaron Palter; Josh Balmer
Day CPM – Eric Eckfield
Headlight Herald – Sayde Moser
Tillamook County – Mark Labhart; Paul Levesque
Public – Gus Meyer

2. Consent Agenda **(Action)** – Ms. Bradley gave a brief update on changes to the minutes 4/14/2013, 3/19/2013, and 4/4/2013 (Name correction) and an overview the financials. A general discussion followed. **Commissioner Young moved to approve the consent agenda with the presented changes. Commissioner Decker seconded the motion. No Discussion. Motion Passed (5-0)**
3. FEMA Alternate Projects – Mr. Eckfield gave an update on the current and future FEMA projects. Discussion was held on the Southern Flow Corridor project. It was decided that a workshop for FEMA projects was needed and was tentatively scheduled for April 25th; at 12:30 p.m. discussion was held on the Water Loop and Roads projects to take place in May and June.
4. Old Business
 - i. Update on Agreements with Bonneville Power Administration – Project Costs (Aaron Palter) – Mr. Palter gave a quick update on FEMA cost reimbursement issues. Also gave an update on the cost associated with the Bonneville Power Administration's fees concerning the new digester facility.

- b. ADD: Discussion and Consideration of Surplus Property and Resolution 2012-2013 #5, Vehicle: 2007 Crown Victoria LP E237824 **(Action)** – Ms. Bradley gave an update on the vehicle donation to the Tillamook Pilots Association (TPA). **Commissioner Mulder moved to declare the 2007 Crown Victoria as surplus. Commissioner Young Seconded the motion. Discussion – Commissioner Beveridge declared a conflict of interest as a member of TPA. Motion Passed (4-1 Commissioner Beveridge abstained due to conflict of interest).**
- c. ADD: Discussion, Consideration, and Signing Authorization of Hauling Contract with Zwald Transport, Inc. **(Action)** Discussion was held regarding the haul contract. 2 ½ jobs will be created with the new digesters haul needs. **Commissioner Young moved to approve the contract and have Ms. Bradley sign the document. Commissioner Decker seconded the motion. Motion passed (4-1 Commissioner Mulder abstained due to conflict of interest)**
5. Tillamook Lightwave Contracting Discussion – Paul Levesque, TLW Board Chair and Chief of Staff, Tillamook County **(Action – Consensus)** Mr. Paul Levesque gave a brief history on Tillamook Lightwave. He asked the board for a consensus to approve a 20 year agreement with CoastCom. **Consensus reached.**
6. Manager's Report
- Ms. Bradley gave a brief update on the Vintage Carbon Credits.
 - Ms. Bradley gave an overview of grants from 2010-2013.
 - FAA-AIP Master Plan Grant Close out update.
 - Special Districts Association of Oregon has asked Ms. Bradley to serve on its board of trustees. Consensus was reached to have her serve if she felt her time was warranted.
 - A VIP train trip will be held on June 21st, 2013 for the Rails and Trails Coalition.
 - A follow up discussion was held on salary vs. hourly. At this time salary is not a benefit to the Port or employees.
 - Audit is tentatively scheduled for the week of April 22nd, 2013.
 - Fixed asset software has been purchased and installed.
 - Aaron Zorko is no longer employed at the Port.
7. Lease Orders **(Action)** – Lease orders for two (2) T-hangars were reviewed (Ray Glover, Deryl Cutting). **Commissioner Mulder Moved to approve the lease orders. Commissioner Olsen Seconded the motion. Discussion – This leaves one (1) hangar left for rent. Motion passed (5-0)**

8. Communications

- i. Workshops – agendas and dates? Week of May 13th?
 - 1. Lease Policy Workshop
- ii. Tillamook Regional Economic Opportunities Analysis Workshop – Thursday, May 9, 2013 in POTB Conference Room
- iii. Next First Thursday Meeting – 5/2/2013
- iv. Next Regular Meeting: 5/21/2013

9. Executive Session per ORS 192.660 (2)(e) to discuss Real Property Transactions and ORS 192.660 (2)(i) to discuss the performance evaluation of public officers and employees – Session began at 8:33 p.m. and ended at 9:23 p.m.

Commissioner Decker moved to give Ms. Bradley a 10% bonus for the year of 2012. Commissioner Young seconded the motion. No discussion. Motion passed (5-0).

10. Commissioner Comments – No Comments

11. Adjournment at 9:30