



APPROVED March 19, 2013.

**BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, FEBRUARY 19, 2013**

1. Call to order at 6:00 p.m.
Recognition of Persons Present – Commissioners- Georgine Beveridge;
Carolyn Decker; Bob Olsen; Jim Young
Staff – Michele Bradley; Aaron Palter; Josh Balmer
Day CPM – Eric Eckfield
Public – Gus Meyer; Alene Allen
2. Consent Agenda **(Action)**
 - i. Approval of Prior Meeting Minutes of 01/22/2013 and 02/06/2013 – Ms. Bradley gave a brief overview of the minutes with changes made to item 7 of the 1-22-13 minutes.
 - ii. Financial Report – A budget worksheet was handed out to the board for review. Ms. Bradley and the board engaged in a general discussion of the financials. **Commissioner Young moved to approve the consent agenda. Commissioner Decker seconded the motion. No discussion. Motion passed (4-0)**
3. FEMA Alternate Projects
 - i. Monthly Update (Eric Eckfield, Day CPM Services – Owner's Representative) – Mr. Eckfield gave an update on the Federal Emergency Management Agency's (FEMA) Alternative Projects (2.7 Main Office, 9 Airport Business Park, Digester, 3.3 Port Shops) with material handed out, showing that the Port is at approximately 50% completion of the FEMA project funding to date. A discussion was held about staff recommendations to remove the mechanical pit from the proposed port shops (Project 3.3). **Commissioner Young moved to eliminate the mechanical pit. Commissioner Olsen seconded the motion. No discussion. Motion passed (4-0).**

4. Old Business

- i. Board Appointments – Discussion was held to fill committee vacancy for Northwest Oregon Area Commission on Transportation (NWACT) and to retain Commissioner Beveridge on the Oregon Tillamook Rail Authority (OTRA) Committee. **Commissioner Decker moved to appoint Commissioner Young to the NWACT. Commissioner Olsen seconded the motion. No discussion. Motion passed (4-0).**

5. New Business

- i. Discussion and Consideration of Granting an Easement to the Tillamook People's Utility District (TPUD) for the Placement of a Single Pole and Overhead Wire (2S 9W 4 900), in re: TPUD Work Order #45227. **(Action)** – Mr. Palter gave an update on the TPUD easement to place a single pole within the Port right of way to alleviate a safety issue. A general discussion was held. **Commissioner Olsen moved to accept the easement with TPUD and have acting President Beveridge sign the easement. Commissioner Young seconded the motion. Discussion – Commissioner Beveridge asked Ms. Bradley if she had any concerns. Ms. Bradley suggested a call be placed to TPUD before the easement was signed to clarify any cost to the Port. Motion passed (4-0)**
- ii. ADD: (per request of Commissioner Olsen) Discussion of Operation and Marketing Plan for the POTB Digester. – A general discussion was held on how long it would take to have the new digester up and running and producing fiber and electricity. Consensus to have this discussion added to a future meeting.

6. Manager's Report – Ms. Bradley gave an overview of the possibility of having the Tough Mudder event at the Port for summer 2013. Consensus was reached for her to take further steps. Also discussed was the theft and prosecution of rail thief's on the east side. An update on the digester renewable energy credits was given, with a general discussion held. Update on the OTRA meeting, with the results being a recommended disbandment of the OTRA. OTRA members are furthering the discussion with their agencies. The haul contract is schedule to go out to bid in March. The biomass tax credits are covering haul cost at this point.

7. Lease Orders **(Action)** – Ms. Bradley gave a brief overview of the lease orders. **Commissioner Young moved to accept the Lease Orders. Commissioner Decker seconded the motion. Discussion – Commissioner Olsen would like our fees reevaluated. Motion passed (3-1) Commissioner Olsen voting against.**
 - i. RR-13-01 Encroachment MP 840.71 in Rockaway Beach; Parking and Access – Richard Patten
 - ii. IP-13-02 Building 90, Unit B, Adolfo Guerra – Short term lease for processing and shipping forest products
 - iii. ADD: RR-13-03 Encroachment MP 840.71 in Rockaway Beach; Parking and Access – Connie MacKrill
8. Executive Session per ORS 192.660 (2)(e) to discuss Real Property Transactions – Recess regular session at 8:55 p.m. Executive Session started at 9:00 p.m. ended at 9:28 with regular session resuming at 9:28.
9. Communications
 - i. Workshop? Planning and goal setting? Leases? **Set for 3-14-13**
 - ii. Next Regular Meeting: 3/19/2013 – 6:00 p.m. at Port Main Offices
10. Commissioner Comments - None
11. Adjournment at 9:44 p.m.