



**APPROVED 8/21/24**

**MINUTES**

**POTB BOARD OF COMMISSIONERS**

**REGULAR MONTHLY MEETING**

**PORT OFFICE, 4000 BLIMP BLVD., TILLAMOOK – CONFERENCE ROOM**

**TUESDAY, JULY 23, 2024 AT 6:00 P.M.**

- 1) Called to Order @ 6:00 p.m.  
Recognition of Persons Present: Commissioners Jack Mulder, Sierra Lauder, Bill Baertlein, Kevin Stoecker, and Matt Mumford  
Port Staff: General Manager Michele Bradley, Rita Welch, and Margaret Amick  
By Zoom: Will Chappell, Headlight Herald Newspaper and Donnie Jenck, Public  
Public: Kathleen Baker, Steve Morris, Phil Rheiner, Gary Bond, and Teah Laviolette  
Tillamook Off Road Trail Alliance: Megan Stech and Neill Barker  
Adventist Health, Tillamook: Don Coleman  
Salmonberry Trail Foundation: Elizabeth Golden  
Tillamook County Wellness: Michelle Jenck

Public Comment for Items Not on the Agenda – None

- a) Discussion and Consideration of POTB Resolution #1 – Business Resolution. Suggested changes to the business matters were: removing the Airport Attendant from the list of authorized check signers, and the addition of Clark Hill PLC as Legal Counsel for matters pertaining to the Railroad. **After discussion among the commissioners, it was suggested Jack Mulder as President; Matt Mumford as Vice President; Kevin Stoecker as Secretary; and Bill Baertlein as Treasurer. Bill moved to approve POTB 2024 – 2025 Resolution #1 – Business Matters with the suggested changes. Matt seconded, and the motion passed unanimously.**
- b) Discussion and Consideration of FY 2024-2025 Liaison List. The board members updated their positions: Jack Mulder, POTB alternate to STIA; Matt Mumford, FOTAM and NWACT; Kevin Stoecker, FOTAM; Bill Baertlein, POTB designate to STIA; and Sierra Lauder, Col-Pac. **Bill moved to approve the FY 2024-2025 Liaison List as updated; Matt seconded, and the motion passed unanimously.**
- 2) Salmonberry Trail - Michelle Jenck explained that the purpose of Tillamook County Wellness is to support policies that help implement programs and infrastructure that encourage healthier lifestyles in the community. People are healthier in general when

they have access to good sidewalks, bike lanes and walking paths. She spoke of the health and economic benefits to the community in building the Salmonberry Trail, and encouraged the board to remove financial and administrative barriers to the development of the trail, and to align partnerships and resources to facilitate the construction. She asked them to prioritize trail over rail in plans for the future of the railbanked line and said the trail would provide equitable access to the outdoors and a healthier lifestyle for everyone. Michelle told the board that in 2011 she and Kathy Baker appeared before the board advocating for the railroad to be railbanked. Kathy said her priority has been for her family and the local population to have access to healthy recreation for a minimal cost. Most recreational opportunities are pitched toward tourism and/or involve a fee or long travel which can be a barrier for many families. The Salmonberry Trail will be easily accessible to Tillamook County residents and offer safe passage to schools and businesses along its length. Neill Barker said that he travels to other states to access their trails and observed the presence of economic hubs of businesses supporting users along the trails. He said when a community creates a trail, it attracts residents and tourists alike. Libby Golden said the Salmonberry Trail Foundation has seen a lot of community support for the trail. Sierra pointed out that there needs to be an entity, other than POTB, in place to maintain stewardship of the trail to discourage unauthorized use. Bill Baertlein praised Michele Bradley for the eight years she has been impactful in bringing together many healthcare partners to work on improving local wellness issues. He agreed that Tillamook needs safe areas to encourage people to get outside and move. He described himself as a trail advocate and that it is time for a rail/trail in Tillamook. The only reason he joined the Port board fifteen years ago was to see the trail built between Tillamook and the Creamery so kids could ride to the Creamery to get an ice cream cone. Michelle said she personally prefers trail construction to rail with trail due to the overwhelmingly greater cost and time frame of constructing both, and her focus is getting people improving their health with physical activity sooner. She thinks Oregon Coast Scenic Railroad is a great attraction but it is costly as a frequent recreational activity. She also pointed out that the train only operates on about 11 miles of track out of 82 miles and constructing trail would be cheaper and easier to construct without rail.

- 3) Discussion and Consideration of Accepting a Grant Award Offer from the Federal Aviation Administration for the Tillamook Airport Master Plan Update, FAA CIP Project 3-41-0060-027-2024 and authorization for the General Manager to sign grant documents. **After minimal discussion, Matt Mumford moved to Accept a Grant Award Offer from the Federal Aviation Administration for the Tillamook Airport Master Plan Update, FAA CIP Project 3-41-0060-027-2024 and authorize the General Manager to sign grant documents. Bill Baertlein seconded and the motion passed unanimously.**
- 4) Consent Agenda
  - a) Minutes for June 20, 2024 Regular Meeting. **Jack moved to approve the Consent Agenda as presented, Bill seconded and the motion passed unanimously.**
- 5) Air Museum Director Report – Rita Welch reported that attendance has been increasing annually and feedback has been highly positive. The museum was inspected for ADA compliance and received good marks. It is currently closed for two

days while the entrance doors are being replaced due to the vandalism in November. They are being upgraded to be ADA compliant. The electricity will be connected on Thursday and then the contractors will return to connect the ADA mechanisms and finish the trim work around the entrance. FOTAM members held the community picnic on July 4<sup>th</sup> outside Hangar B. The museum logged 220 local residents in attendance and Rita said it went well. FOTAM will have a booth at the Tillamook County Fair August 7 – 10, and at the Tillamook Farmers Market selling merchandise on August 17. Michele will follow up with Stimson regarding the netting to address their safety concerns about Hangar B. Rita says the State Historic Preservation Office (SHPO) has additional questions on the use of netting on the hangar.

- 6) Office Administrator Report – Pami Boomer – No Report – vacation/1<sup>st</sup> of FY
- 7) Manager’s Written Report and Discussion - Michele Bradley spoke about funding for the Tillamook Airport Master Plan from the Bipartisan Infrastructure Funding Law; the relocation of the Administrative Building mailboxes to the corner of the building; the installation of the EV chargers at the Admin Office, Hangar B, and Mess Hall, and the future installation of one for Port use at the airport, and a couple at the Port shops for the electric vehicles planned as replacements for the Port pickups; her appointment to the Regional Solutions Advisory Committee as a Convener from the North Coast Region by the Governor and to the Infrastructure Finance Authority board; and she provided copies of several news articles, including the formation of the Tillamook Bay Trails Coalition, of which POTB is a member.
- 8) Board Updates and Written Reports
  - a) SDAO Board Member Training Opportunities:
    - (i) Board of Director Trainings
    - (ii) Board Member Relations, Expectations, and Ethics
    - (iii) Online Public Meeting TrainingBill, Kevin and Jack still need to complete a training by December for the Port to qualify for a discount on insurance through SDAO.
- 9) Communications
  - a) Board meeting: Wednesday, August 21, 2024, 6:00 pm
  - b) Port Offices closed Monday September 2 for Labor Day.
  - c) Board meeting: Wednesday, September 18, 2024, 6:00 pm
  - d) Board meeting: Wednesday, October 16, 2024, 6:00 pm
- 10) Executive Session per ORS 192.660 (2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and ORS 192.660 (2) e) to discuss Real Property Transactions. Recessed Regular Meeting and entered Executive Session @ 7:37 p.m., exited Executive Session and reconvened Regular Meeting @ 9:09 p.m.
- 11) Adjourned @ 9:10 p.m.