



APPROVED 11/17/2021

MINUTES

BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

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

WEDNESDAY, OCTOBER 20, 2021, 6:00 P.M.

1. Call to Order @ 6:04 pm.

Recognition of Persons Present – Commissioners Jack Mulder; Sierra Lauder; Matt Mumford; Bill Baertlein and Kevin Stoecker

Port Staff: General Manager Michele Bradley; Rita Welch and Margaret Amick

Presenters: Tillamook County Broadband Coordinator Samantha Goodwin; Oregon Coast Scenic Railroad Executive Director Rachael Aldridge

Public attending: Julian Macassey, Miel Macassey

By Zoom: Paul Ferris

Public Comment for Items Not on the Agenda – none

- 2. Presentation and Discussion of Broadband for Tillamook County and the Port's role in Tillamook Lightwave** – Samantha Goodwin explained the different levels of connection for fiber-optic cable: the “backbone” cables connect rural areas to larger internet hubs; the “middle-mile” fiber cables connect towns and follow the main roads to institutions such as libraries and hospitals; and the “last mile” cables installed along residential streets are for connecting to residences. The most difficult and expensive section of providing universal broadband is the last mile because the cables currently providing communication services are made of copper. Copper loses speed when conducting signals over distances so it has a finite usefulness. Fiber-optic conducts at speed of light along the total length of the cable and has almost no limit in capacity. Internet Service Provider (ISP) companies are unwilling to replace the copper wire in the last mile with fiber-optic when the return on investment is too low. Samantha described how other municipalities have successfully brought broadband to their communities either by owning the whole system, including the last mile; or through public/private partnerships to varying degrees with private developers and one or more service providers. TLW could apply for multiple state/federal grants designed for funding broadband access and expansion which are currently expected to require a 25% match. Some possible options for the match funds are state/federal low-interest, long-term financing programs for infrastructure investments; partnering with a private ISP; and incremental building. Tillamook County already has several assets in place that would contribute to a successful municipal broadband project. PUD's county wide infrastructure network, and rights-of-way and permitting agreements; TLW's existing IGA and infrastructure, and relationships with ISPs and state government; and the HR Green Feasibility Report which can serve as basic information for grant applications. Samantha advised that the structure of TLW would need to evolve for maximum collaboration and efficiency. There could be an expanded board member; a change in representatives or addition of new representation; add administrative staff; a new contract with Wave or other provider to manage build out and future administration; and a new ISP

partnership to meet goals and requirements. She asked the board to determine if POTB is willing to remain an equal participant of TLW, or if they will leave the IGA. Jack asked the board what can POTB bring to

the project as a community partner? The board decided that more discussion was needed and scheduled a workshop for October 27 to try to resolve the questions. Julian Macassey emphasized that POTB should be charging more for the fiber-optic cable encroachment on the railroad right of way. He offered to advise the board on fiber-optic issues and contracts.

3. OCSR Update - Rachael Aldridge informed the board that the Nehalem River Bridge by Mohler has been condemned as unsafe because most of the 30 piers are rotted out in the middle. The cost to repair the bridge is about \$750,000; \$100,000 for the wood and the rest for Koppers Railroad Structures to perform the work. Rachael said they were the only company OCSR could find that has the expertise and equipment to tackle the job. OCSR will provide the wood and, with help from Michele, is applying for a Connect Oregon grant to cover the balance. The repair wouldn't affect the Salmonberry Trail because currently only the pilings need to be replaced. Any new design for the deck will be addressed as the Trail development gets closer to the area. Jack asked Rachael if there is a possibility of getting any funding from STIA and she said not at this point, but that STIA has provided a letter of support to include with the grant application.
4. Office Administrator Report – Pami Boomer was unable to attend the meeting but met with board treasurer Bill Baertlein the day before to review the financials.
 - a. Financials for September 2021 – Bill said he didn't see any issues with the reports.
5. Tillamook Air Museum Director Report – Rita Welch
 - a. Design for new monument area at Long Prairie/Highway 101. Rita provided plans for the steel frame of a K-Class blimp to be fabricated by the Tillamook Bay Community College welding class as a class project. The blimp will replace the jet that has been deteriorated by the weather and which should be displayed indoors as required by the Navy. The steel frame will be resistant to corrosion and the design is relevant to the original purpose of Hangar B. Rita has received \$4,000 from Visit Tillamook Coast to cover the materials and, upon approval by the board, will order them and meet with the engineer. The TBCC instructor anticipates the build to be completed by spring. Once it is complete it will be delivered to the hangar and the logistics for removing the jet and mounting the blimp will be worked out. The board liked the design and their preference is to orient the blimp as heading out to sea. Phase 2 of the work at that intersection involves creating a framework for tenant signs to slide in for more efficient replacement. There will also be a monument sign with a short history of the hangar that could serve for a photo-op with Hangar B in the background.
6. Consent Agenda
 - a. Minutes for September 15, 2021 Regular Meeting; September 22, 2021 Special Meeting
 - b. Lease Order #21-26 Madd Kraken Designs; Bldg. #5, Ste. C; Manufacturing/Design Production; mo. to mo.

Bill moved to Approve the Consent Agenda as presented, Kevin seconded, and the motion passed 4-0-1; Matt Mumford abstained.
7. Board Discussion follow up: staff testing for Covid-19. Michele reported that 78% of staff have been vaccinated to date. Government mandated Covid-19 vaccinations or regular testing don't apply to the Port since the number of employees is too low and the board decided against requiring testing of unvaccinated employees because the logistics of how often, where and who will pay for it would be too complicated and require a lot of staff time to track. The decision may be revisited if the Port's insurance rate goes up due to unvaccinated employees' medical costs. Michele will research if other districts are requiring new hires to be vaccinated before implementing a policy at POTB.
8. Manager's Written Report and Discussion: Michele Bradley updated the board regarding:
 - a. Airport – COAR grant application for Airport expansion; CIP list for next 5 years; updating Airport Layout plan; Near Space interior improvement, performed and paid for by NSC.

- b. Industrial Park – hunter harvest report for bow season; email from Tillamook Biogas regarding potential sale of facility and questions about land lease; Tillamook K9 Rescue improvements;

Regional Water Supply Planning; application to Tillamook County for road approach off of Brickyard; new hire of assistant for Utilities Department mainly dealing with stormwater and wastewater; Stormwater Ordinance still with legal.

- c. Railroad – Salmonberry Trail admin support payment; grant application for the rock wall priority section of the trail.
- d. General – US Fish and Wildlife Service is soliciting comments from the ports along the Pacific coast encompassing northern California, Oregon and southern Washington regarding the feasibility of the reintroduction of sea otters to their areas; a Business Oregon Rural Opportunity Initiative grant submitted by EDC/SBDC for a Smart Hub that would involve installing electric vehicle charging stations on POTB; a letter of support as a cluster partner for the Oregon Ocean Innovation Hub; Regional Solutions Team’s Work Plan for POTB; a press release about the Airport Projects; feedback from the SDAO consultant on the Board Practices Assessment held on September 22; information on an SBDC workshop on Government Contracts to be held at the Mess Hall on November 6; thank you notes from YMCA; job descriptions for Port staff; RFP for quotes for insurance services
- e. Projects – Airport A2/A3 and Main Apron both running a few days behind due to weather; private hangar: surveyor on site last week for water line improvement/expansion, ground has been cleared; UST testing/Phase II Assessment for DEQ, award granted and contractor selected; NPDES Upgrades, should see progress in November; flyer from new tenant Jennifer Trost Pottery; updated list of grants received in 2021 to date totaled 1.6 million dollars. There was discussion of the RV Park revenue and possible future expansion and improvement of the campground.

9. Board Member Comments/Requests/Concerns/Reports/Scheduling

- a. FOTAM – Discussed roles and responsibilities; Bruce still hasn’t responded to attempted contacts so Rita emailed a request for a formal resignation and return of FOTAM documents if he doesn’t intend to participate in any capacity.
- b. Col-Pac – Sierra said she is still familiarizing herself with the board but broadband was the main topic of discussion.
- c. NWACT – mostly talk of the Salmonberry Trail and the Barview portion; Michele received an email from George Bonner of Hampton Lumber asking for a letter of support for a grant application for \$200,000 for another spur in the Banks yard for better maneuvering of the railcars since they can’t cross the Banks Road anymore.
- d. TLW- see Item #2
- e. STIA – Michele said they are working on the unifier loop connecting Manning to Buxton up to Stubb Stewart State Park; still waiting for the IGA on the Rockaway Beach connector for the ODOT grant; Michele needs to find what Dennis and she were working on with the agreements because there are no agreements for anyone developing a trail, mainly having to do with funding and maintenance.

10. Communications

- a. Special Meeting, Broadband Workshop: October 27, 2021, at 6:00 pm
- b. November Regular Meeting: November 17, 2021, at 6:00 pm
- c. Thanksgiving Holiday, office closed Thursday and Friday
- d. December Regular Meeting: December 15, 2021, at 6:00 pm
- e. Christmas Holiday, office closed December 24th
- f. New Year Holiday, office closed December 31st

11. Adjourned @ 8:45 pm