



APPROVED 1-17-17

MINUTES

BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

TUESDAY, DECEMBER 13, 2016, 6:00 P.M.

POTB MAIN OFFICES – CONFERENCE ROOM

4000 Blimp Boulevard, Tillamook, Oregon 97141

1. Call to Order: President Bob Olsen @ 6:02 p.m.
Recognition of Persons Present: Commissioners Bob Olsen; Gerry Opdahl; Carolyn Decker; Jim Young and Jack Mulder (late)
Port Staff: General Manager Michele Bradley; Pami Boomer and Margaret Amick
Rich Gitschlag, Scott Wickert and Jessica Jung - Oregon Coast Scenic Railroad (OCSR)
2. Public Comment for Items Not on the Agenda: None
3. Presentation/Update by the Oregon Coast Scenic Railroad – Rich Gitschlag, President and Jessica Jung, Business Manager, OCSR.
Rich reported on culvert cleaning and repair work being scheduled for the near future to prevent flooding of private property along the Barview area. OCSR will be meeting in January with Tillamook County, ODOT, Regional Solutions Team and other involved entities to coordinate stabilizing the highway along Nedonna Creek where debris also affects the railbed.
 - a. Update on 9th Circuit Court Appeal - Jessica told the Board that all 3 judges of the 9th Circuit Court found in favor of OCSR but Oregon Dept. of State Lands may try to appeal. OCSR needs to file for retroactive permits for the unapproved work to the US Army Corps of Engineers.

She went on to present information on the 2016 ridership figures and economic benefit to Tillamook County by OCSR – estimated travel spending was \$3.8M and there were 22,000 riders. Future plans for 2017 & beyond are to construct in Garibaldi a historically accurate reproduction of the Southern Pacific Rail Depot and Water Tower. The management of OCSR has been restructured and their goal is to work with other tourism oriented businesses to attract year round customers. Jim Young asked how OCSR will fit with the Salmonberry Trail. Jessica talked about how they could transport bicycles and riders and that if needed, they would also be a way to transport emergency services personnel into areas with no roads.

Jack Mulder asked about OCSR's maintenance plans for different rail beds and support structures. Scott Wickert said they have been developing plans and are stockpiling materials that would be needed.

Jim Young asked whether OCSR would be extending its run to POTB and Jessica said that currently it is not feasible due to lack of access to a portion of the rail.

4. Consent Agenda **(Action)**

- a. Prior Meeting Minutes – Regular Meeting November 15, 2016.
- b. Lease Order #16-24 Ray Glover, Hangar #13 for storage; mo-mo
- c. Lease Order #16-25 Chris Dials Contracting, 1.75 acres for construction of 3 pole buildings & equipment storage; 10 years with 2 five year extensions

After discussion of the details of the lease for Chris Dials, Com. Opdahl moved to Approve the Consent Agenda, Jim Young seconded; motion passed (4-0), Mulder absent.

5. October Financials and Preliminary November Financials – Pami Boomer, Office Administrator reviewed the October Financials with the Board. She answered their questions including efforts to increase the RV Park and Air Museum Cafe revenues and she told about the progress on close outs on PWs for the FEMA projects. Pami also gave the Board a draft of the November Financials to review for the next meeting.

- a. Refinance Update - Pami reported that the Refinance is on track to close by December 22, 2016.

6. Discussion and Consideration of Whistleblower Policy **(Action)** Pami Boomer, Office Administrator reviewed the Policy with the Board. There was discussion proposing including the Board President as one of the people available to hear the concerns of employees covered by the policy. **Jack Mulder moved to approve the Whistleblower Protections draft as written by staff with the Board President listed in Sections 1, 3 & 4 as another person to report to in addition to the General Manager, Office Administrator, a state or federal regulatory agency, a law enforcement agency or an attorney licensed to practice in Oregon. Jim Young seconded; motion passed (5-0).**

7. Committee Reports

- a. Tillamook Lightwave – Jim Young reported that Bill Beartlein is the new President, Jim Young is VP and Doug Olsen is Secretary.
- b. Salmonberry Trail – Commissioner Mulder reported on the STIA meeting on Dec. 2, 2016. Jack talked about the necessity to work out the details of the agreement between POTB and STIA so STIA will have more information for potential donors while fundraising.
 - a. Logo for all graphics was selected.
 - b. Funding -update on grants received and where the money was used. A joint funding package for State grant funds were not approved and are not expected due to state budget shortfalls even with the backing of state government officials.
 - c. Need to request extension for negotiations to Surface Transportation Board Consensus to Approve. **Consensus reached.**

8. Manager's Report

- a. November Safety Meeting Report - No injury accidents
- b. Railroad Lease from Tillamook County - Since 1967 POTB leases from the County a section of rail line from 12th St to the Port. The Lease is being renewed for 50 years at \$1.00 per year. Will carry over to January 2017 meeting due to possible modification regarding ownership of roads.

- c. Museum ad – Headlight Herald - for Santa's visits to Museum in December.
 - d. Pending Class Action from Tillamook County vs. State of Oregon (Forestry) - Information on Lawsuit regarding Timber Tax Revenue
 - e. Landfill #1132 Update – Financial Assurance Exemption - Letter stating POTB is exempt from Financial Assurance requirements, freeing up funds previously needed.
9. Communications
- a. Next Special Meeting (if needed) – Thursday, January 5, 2017 @ 12:30 p.m.
 - b. Next Regular Meeting- Tuesday, January 17, 2017 @ 6:00 p.m.
10. Executive Session – The Board will now recess to Executive Session as authorized by ORS 192.660 (2)(e) for Real Property Transactions. Recessed to Executive Session @ 7:57 p.m.
- Reentered Regular Meeting @ 9:02 p.m.
11. Commissioner Comments - None
12. Adjournment: Bob Olsen @ 9:03 p.m.

The Board reserves the right to go into Executive Session at any time per ORS 192.660.