



**APPROVED 11/15/2016**

## **MINUTES**

**BOARD OF COMMISSIONERS  
REGULAR MONTHLY MEETING  
TUESDAY, OCTOBER 18, 2016, 6:00 P.M.  
POTB MAIN OFFICES – CONFERENCE ROOM  
4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Board President Bob Olsen @ 6:00 p.m.  
Recognition of Persons Present: Commissioners Bob Olsen; Jim Young; Gerry Opdahl and Jack Mulder - Carolyn Decker absent  
Port Staff: General Manager Michele Bradley; Margaret Amick  
Gus Meyer – POTB taxpayer
2. Public Comment for Items Not on the Agenda: Gus Meyer reported attending a Tillamook City Council meeting the previous night where they were reviewing their water rate structure. He inquired if the Port was being included in the discussion by the City. Michele Bradley said that she understood from previous meetings with the City regarding the Water District that the Port would have input regarding changes that affect the Port. She will follow up with the City to find out why she wasn't informed of the meeting.
3. Consent Agenda:
  - a. Prior Meeting Minutes – Regular Meeting September 20, 2016 and Special Meeting October 6, 2016.
  - b. Lease Orders
    - i. Lease Order #16-21 John Maselli for storage; mo – mo
    - ii. Lease Order #16-22 Kathleen Bauer, dba Pacific Longarm Quilting; 6 months**Jim Young Moved to Approve the Consent Agenda, Jack Mulder seconded, motion passed (4-0); Carolyn Decker absent.**
4. Discussion and Consideration of Special Districts Association of Oregon Best Practices: After some discussion, **Gerry Opdahl Moved To Have President Bob Olsen Sign The Special Districts Association Of Oregon Best Practices Form On Behalf Of The Board. Jim Young seconded and the motion passed (4-0); Carolyn Decker absent.**
5. Discussion and Consideration of Personal Services Agreement with Jviation Regarding Engineering and Environmental Work For the FAA Apron Rehab Project: **Upon discussion, Gerry Opdahl moved to Approve the Personal Services Agreement with Jviation Regarding Engineering and Environmental Work For the FAA Apron Rehab Project. Jim Young seconded, the motion passed (4-0); Carolyn Decker absent.**

6. Discussion and Consideration of Amendment #2 of the Port Planning & Marketing Grant, Project #521862: The Amendment is for the purpose of extending the Project Completion Deadline for using the funds by one year through December 31, 2016: **Jim Young moved to Approve Amendment #2 of the Port Planning & Marketing Grant, Project #521862. Jack Mulder seconded and the motion passed (4-0); Carolyn Decker absent.**
7. Discussion and Consideration of Review of Board Decision on Leases for Growing Cannabis: After much discussion **Jim Young Moved That the Board Would Not Be Opposed To Considering, On A Case By Case Basis, Inquiries Regarding Leases For The Purpose Of Growing Marijuana. Gerry Opdahl seconded and the motion passed (3-1); Jack Mulder against, Carolyn Decker absent.**
8. Discussion and Consideration of Employee Holiday Appreciation Bonuses for Thanksgiving and Christmas: **Jack Mulder moved to approve the Employee Holiday Appreciation Bonuses for Thanksgiving (\$25.00) and Christmas (\$100.00). Jim Young seconded and the motion passed (4-0); Carolyn Decker absent.** Michele extended an invitation to a party on November 4, 2016 for Marvin Hahn who is retiring after 30 years.
9. Committee Reports
  - a. Tillamook Lightwave – Jim Young reported that Microsoft will be leasing space in the landing manhole but will not be a tenant in the Landing Station. Microsoft feels the Landing Station is too vulnerable to damage from tsunamis. As part of the agreement Microsoft will be responsible for keeping the sand cleared from the parking lot where the manhole is located.
  - b. Salmonberry Trail – Commissioner Mulder reported he was unable to attend the Salmonberry Trail Intergovernmental Agency and Salmonberry Coalitions meeting on Oct 7 but Michele attended the meeting. She met the new head of the Dept. of Forestry who is replacing retiring Doug Decker as the DOF member on the committee. There was feedback from the public in support of having more of the meetings in the evening. Jack provided a report on the Grant funds received and how they have been spent. In answer to questions from the Board, Jack stated that the Coastal Advisory Committee will have to work out the details of the Trail regarding Rail to Trail or Rail with Trail; which sections would be suitable for each; and the width of the Trail.
10. Manager's Report
  - a. September 2016 Financials – For Information Only; Pami Boomer will review @ November 3, 2016 meeting.
  - b. September Safety Meeting Report- 6 incident reports turned in from Air Museum will be reviewed at next meeting with Phyllis Rice.
  - c. Near Space Corporation Press Release regarding a test flight in suborbital space conducted by them on September 26 , 2016.
  - d. Oregon Public Ports Letter to FEMA regarding the negative impact the National Marine Fisheries' Biological Opinion would have on the Ports.
  - e. Letter From Wave regarding the buyout by Astound Broadband assuring customers of business as usual.
  - f. Thank you Notes- A Cause for Paws; Southern Oregon Corvette Association

Michele informed the Board she will be in China during the scheduled April, 2017 Regular meeting so the date may need to be moved. Also, the Port was served notice by the Victim's Assistance Program of being a Victim of a thief who was arrested on Port property. The Port was informed of its rights as a victim with the first hearing on October 31, 2016.

11. Communications

- a. Next Special Meeting – Thursday, November 3, 2016 @ 12:30 p.m.
- b. Next Regular Meeting- Tuesday, November 22, 2016 @ 6:00 p.m. Meeting date changed to November 15, 2016 due to schedule conflict for a couple of Commissioners.

12. Executive Session – The Board will now recess to Executive Session as authorized by ORS 192.660 (2)(i) for Performance Evaluation of Public Officers and Employees and ORS 192.660 (2)(e) for Real Property Transactions.

Bob Olsen recessed to Executive Session @ 8:35 p.m. and re-entered Regular Session @ 10:24 p.m. **Jack Mulder Moved to Give Michele Bradley a Bonus of \$7,000 While Keeping Her Salary the Same, Gerry Opdahl seconded. Motion passed (4-0); Carolyn Decker absent. Michele thanked the Board for their kind words.**

13. Commissioner Comments: None

14. Adjournment: Bob Olsen @ 10:31 p.m.

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