



**APPROVED 10/18/2016**

**MINUTES**

**BOARD OF COMMISSIONERS  
SPECIAL MEETING**

**THURSDAY, OCTOBER 6, 2016, 12:30 P.M.**

**POTB MAIN OFFICES – CONFERENCE ROOM  
4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Commissioner Bob Olsen @ 12:30 p.m.  
Recognition of Persons Present: Commissioners Bob Olsen; Jim Young; Carolyn Decker and Gerry Opdahl – Jack Mulder absent.  
Port Staff: Michele Bradley; Pami Boomer; Aaron Palter and Margaret Amick  
Alan Evans and Nick Troxel - Helping Hands  
Rich Gitschlag - Oregon Coast Scenic Railroad
2. Public Comment: Rich Gitschlag announced to the Board that he is the new President of OCSR and one of his main goals is to improve the relationship between the Boards of the Port and OCSR. This year OCSR is moving toward a museum type Board structure, are revising their bylaws and have added two new Board members.
3. Helping Hands Presentation and Update on Operations – Alan Evans reviewed the data collected since opening in March, 2016. The information included gender & ages of the clients; type of services used (beds, showers, meals, etc.); services needed (substance abuse counseling, medical services, clothing, etc.); and help preparing for & finding employment. Alan informed the Board that \$121K has been invested in the building so far and he estimates it will cost an additional \$750K - \$900K and 2 years to complete. The garden has produced enough food for both the meals at Helping Hands and to donate 1000 lbs. to the local Food Bank. Helping Hands has received thousands of hours of volunteer labor and many in kind and cash donations from the community and Alan expressed his appreciation for all of the support.
4. August Financials – Pami Boomer reviewed the financials with the Board and answered any questions they had. She pointed out that the Port water use is now being tracked and separating out the GLs for the income to make it easier to retrieve the data. Bob Olsen gave his opinion that the Airbase Café should be better advertised. Jim Young would like the department head to be at the Board Meeting when the department is reviewed. Bob Olsen asked about the progress on the refinance and Pami said a good estimate for the loan is \$6.3M with monthly payment of \$50K. Aaron Palter reported that FEMA has agreed the Port can recoup some of the interest charges the Port incurred from its line of credit used for match funds for FEMA projects because of delays in payments from them.

5. Update on Southern Flow Corridor – Aaron Palter gave a slide show with an overview of the revision and reconstruction of the levees and how the water flow will be redirected. He showed before & after photos and told about some of the delays and what still needs to be completed.
6. Communications
  - i. Next Regular Meeting October 18, 2016 at 6:00 p.m.
  - ii. Next Special Meeting November 3, 2016 (if necessary) at 12:30 p.m.

Carolyn Decker stated she will not be attending the October 18, 2016 meeting.

7. Executive Session per ORS 192.660 2 ( e ) to discuss Real Property Transactions – The Board recessed to the Executive Session at 2:51 p.m. and reentered the Special Session at 3:22 p.m.
8. Commissioner Comments: Michele Bradley’s review will be held at the October 18, 2016 meeting. Michele has been in contact with a group connected to the Creamery that is still considering taking over operation of the digester. Michele showed samples to the Board of logo designs for the Salmonberry Trail and asked for their preferences. She will pass on the information at the meeting on October 7, 2016.
9. Adjournment: Bob Olsen @ 3:27 p.m.