



APPROVED 10/18/2016

MINUTES

**BOARD OF COMMISSIONERS
REGULAR MONTHLY MEETING
TUESDAY, SEPTEMBER 20, 2016, 6:00 P.M.
POTB MAIN OFFICES – CONFERENCE ROOM
4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Commissioner Olsen @ 6:00 p.m.
Recognition of Persons Present: Commissioners Gerry Opdahl; Jack Mulder; Carolyn Decker; Bob Olsen and Jim Young
Port Staff: General Manager Michele Bradley; Margaret Amick; Aaron Palter; Robert Miller and Mike Christie
Gus Meyer- Taxpayer; Jae Pudewell – Or. Dept. of Transportation & Regional Solutions Team; Jennifer Purcell – Dept. of Environmental Quality & RST; Patrick Wingard – Or. Dept. of Land Conservation & Development & RST; Mark Ellsworth – Regional Coordinator for Or. Governor's Office w/ RST; Paul Wyntergreen – City of Tillamook
2. Public Comment for Items Not on the Agenda: Jack Mulder informed the Board that TCCA is moving forward with a party looking into operating the digester.
3. Discussion with Regional Solutions Team Regarding Wastewater and Water Future Projects – Mark Ellsworth began by telling the Board how much General Manager Bradley is respected across the state by the ports community and the state and federal agencies she comes in to contact with; that she is a credit to the Port and this community and that she is appreciated by the people who work with her.

Mark went on to suggest the long term goals for the Highest & Best use of the Port involves developing the infrastructure – water, waste water, transportation. By connecting to the City of Tillamook's water & wastewater treatment plants the Port would be in a position to accommodate a business requiring those services. Jae Pudewell, Patrick Wingard, Paul Wyntergreen & Jennifer Purcell all contributed to the discussion with the Board & Port staff regarding the logistics and finances of connecting to the City facilities. It was agreed that the funds are not available to begin the construction but Michele Bradley told of meeting with Melanie Olson with RST. Melanie felt there is a good probability of obtaining a Special Public Works Fund grant to fund a pre-engineering and fatal flaw analysis for the wastewater project. There was also discussion of other funds that might be available depending on the engineering study results. Com. Gerry Opdahl stated that the Port would need some figures from the City while still in the planning stages regarding the cost to the Port for the water & wastewater. Patrick requested that while the Port plans its own development that it consider the City's future plans of re-routing their water line from under the Airport runway to the edges of the Port's property line.

4. Discussion and Consideration of Accepting a Temporary Construction Easement from John R. and Robin S. Filbeck (Grantees) for the Southern Flow Corridor Landowner Preferred Alternative Construction Project. **The Board discussed the reasons for the easement and then Com. Opdahl moved to approve signing the Temporary Construction Easement from John R. and Robin S. Filbeck (Grantees) for the Southern Flow Corridor Landowner Preferred Alternative Construction Project. Com. Mulder seconded and the motion passed (5-0).**
5. Discussion and Consideration of Goals (Draft) – Summary of Goals and Tasks developed at the meeting on July 7, 2016. **The Board reviewed the summary and then reached a consensus on approving the Goals and Tasks developed at the meeting on July 7, 2016.**
6. Discussion and Consideration for Resolution 2016-2017 #3, Amending and Restating Resolution 2015-2016 #6, for a Full Faith and Credit Financing. **After reviewing the terms and conditions Com. Opdahl moved that Resolution 2016-2017 #3, Amending and Restating Resolution 2015-2016 #6, for a Full Faith and Credit Financing be approved. Com. Decker seconded; the motion passed (5-0).**
7. Consent Agenda **(Action)**
 - a. Prior Meeting Minutes – Regular Meeting August 16, 2016 and Special Meeting September 1, 2016.
 - b. Lease Orders
 - i. Lease Order #16-15 Dave Hogan, dba Misty Meadow Dairy for Utility Easement; 20 years
 - ii. Lease Order #16-17 RDC-SDC, Inc. dba Garibaldi Deli Mart for Parking; yearly
 - iii. Lease Order #16-18 Chris Dials Contracting for Office Space; month to month
 - c. Lease Discussion: Building 5/Mess Hall – Michele Bradley told the Board about a potential tenant for a part of the Mess Hall building. The tenant would be using an unimproved area of the building for a quilting business and classes. The Board has no objections and Ms. Bradley will move forward with the lease.
Com. Mulder moved to approve the minutes and Lease Orders #16-17 & 16-18; Com. Young seconded and the motion passed (5-0).
8. Committee Reports
 - a. Tillamook Lightwave – Jim Young is concerned about the consequences of the sale of Coast Com to Astound Broadband and the possibility of changes in management. He reported that the County is receiving a larger share of the benefits meant to be divided equally among the partners. Therefore, the County will be paying POTB & PUD the difference in cash to even out the distribution. Jim also reported that the second underwater cable is close to being completed.
 - b. Salmonberry Trail – Jack Mulder attended the first Coastal Advisory meeting on Sept. 1, 2016 where one of the topics was a couple of potential work arounds for the section of trail at Barview. There will be a negotiation session for the Salmonberry Right of Way Group (ROWG) on Friday, Sept. 23 and the Brownfields Open House is on Sept. 28, 2016.

9. Manager's Report

- a. August 2016 Financials – For Information Only: Pam Boomer will review with the Commissioners at the Special Meeting on October 6, 2016.
- b. Upcoming Staff Conferences - List of Conferences Port Staff will be attending this fall & winter.
- c. General Manager Review – Discussion of the need to schedule her evaluation and the criteria to be used, especially for future evaluations. Jack Mulder and Gerry Opdahl offered to bring in forms to Michele to use as guides to develop a review form for the Port.
- d. Update on Landfill 1132 – Robert Miller reported that Stimson Lumber had the entire Landfill re-contoured, rolled & compacted. Then they brought in clay soils from a site on the Port to create an interim cap for the Landfill which would allow for it to be reopened in the future if it is needed again. Stimson has adopted a corporate policy moving away from using landfills for their wood waste. DEQ will be inspecting it later this week for compliance with their standards.
- e. Digester Shutdown Update – The Digester is in the process of being moth-balled and the tanks are down about a million gallons and continue to be distributed back to the farmers and others. Jack Mulder suggested a couple of additional farms that would probably be interested in taking some. On another note, the Board discussed the requirements that would have to be met by any parties interested in taking over the operations and how the Port would be able to assist them.

10. Communications

- i. Next Special Meeting – Thursday, October 6, 2016 @ 12:30 p.m.
- ii. Next Regular Meeting- Tuesday, October 18, 2016 @ 6:00 p.m.

11. Commissioner Comments: Jack Mulder will not be at the Oct. 6, 2016 meeting. Jim Young asked if the Port is receiving the financial reports from Oregon Coast Scenic Railroad required by their lease and Michele stated that what is required are being received.

12. Executive Session- The Board will now recess to Executive Session as authorized by ORS 192.660 (2)(e) for Real Property Transactions and/or by ORS 192.660 (2)(i) 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. Recessed to Executive Session @ 9:02 p.m.

Reentered Regular Session @ 9:50 p.m. **Jack Mulder moved to approve Lease Order #16-15 Dave Hogan, dba Misty Meadow Dairy for Utility Easement; 20 years. Jim Young seconded; motion passed (5-0).**

13. Adjournment: @ 9:55 p.m.

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