



MINUTES

APPROVED 2/16/16

BOARD OF COMMISSIONERS

SPECIAL MEETING

TUESDAY JANUARY 12, 2016 AT 8:00 A.M.

**POTB MAIN OFFICES – Conference Room
4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Commissioner Young @ 8:00 a.m.
Recognition of Persons Present:
Commissioners Jim Young; Carolyn Decker; John Lewis and Bob Olsen; Jack Mulder absent
Port Staff: General Manager Michele Bradley; POTB Project Coordinator Aaron Palter; Margaret Amick
Tillamook County Chief of Staff Paul Levesque; Tilda Jones – TBHEID
Public: Gus Meyer; David Yamamoto
2. Public Comment None
3. Status of Southern Flow Corridor Landowner Preferred Alternative Project / Paul Levesque, Tillamook County Chief of Staff; and Aaron Palter, POTB Project Coordinator. Paul Levesque informed the Board the Community Development permit is in process with no issues currently. Corp of Engineers is doing final assessment. Some permits are contingent on approval of prior permits. The five project managers meet weekly and issued a call for bids for tree falling on the project property which will open the land for soil removal. The winning bidder will own the trees in order to encourage lower bids. The contract is to awarded by the end of January 2016 and the trees have to be felled by the end of February. Construction is projected to start April 1 but demolition of structures and other work can start while area is still wet. An estimated 234K cubic yards of material is to be removed. He went on to give more detail on the work to be done and the estimated time table for accomplishing it. He emphasized that the project is required to be completed in one season. Paul went on to inform the Board that as of February 1, 2016 he will be retiring and that Rachel Hagerty will be assuming many of his duties. However, he will still be working part time on the Southern Flow Corridor Project and a couple of other projects.
4. Presentation of Tillamook County Phase II Financial Plan for the Southern Flow Corridor Landowner Preferred Alternative Project / Paul Levesque, Tillamook County Chief of Staff. Paul clarified how the various tasks of the project were funded and which funding source was responsible for each task. There are some restrictions by FEMA on how their funds can be used. In response to the concern of the Board, he assured them that Tillamook County has agreed to cash flow the

project and POTB does not have to access their Line of Credit. Also, the County is obligated for future maintenance and stewardship of the project when completed. The Board requested that “and post project expenditures” be added to 3.2 and “administered by the Port and County” be added to 3.8 in the amended MOA.

5. Discussion and Consideration of Amendment to Memorandum of Agreement (MOA) Regarding the Southern Flow Corridor Landowner Preferred Alternative Project / Paul Levesque, Tillamook County Chief of Staff and Aaron Palter, POTB Project Coordinator. After extensive discussion, **Commissioner Olsen moved to approve the Memorandum of Agreement (MOA) Regarding the Southern Flow Corridor Landowner Preferred Alternative Project with modifications to 3.2 and 3.8 as indicated today and to be signed by the Chair once approved by other partners. Commissioner Decker seconded, motion passed (4-0), Jack Mulder absent.**
6. Discussion and Consideration of Granting Signature Approval to General Manager for the FEMA Project Worksheet 957 Version 2 (Construction) for the Southern Flow Corridor Landowner Preferred Alternative Project / Aaron Palter, POTB Project Coordinator **Commissioner Decker moved to approve the project moving forward through the construction project worksheet process and Granting Signature Approval to General Manager for the FEMA Project Worksheet 957 Version 2 (Construction) for the Southern Flow Corridor Landowner Preferred Alternative Project. Com. Olsen seconded, motion passed (4-0), Jack Mulder absent.**
7. Communications
 - i. Next Regular Meeting – Tuesday, 1/19/16 at 6:00 p.m.
 - ii. First Thursday February meeting – canceled due to SDAO Conference
 - iii. SDAO Annual Conference February 4-5-6-7
8. Commissioner Comments: Com. Lewis inquired about an employee injury. A worker was struck on the shoulder by a roll up door at a shop building and sustained an injury that required surgery and therapy. The door was not counter weighted correctly but has since been fixed.
Ms. Bradley informed the Board of a meeting on January 12, 2016 with the local farmers regarding the digester.
9. Adjournment: Com. Young @ 9:40 am