

PORT OF ASTORIA
REGULAR COMMISSION MEETING
MINUTES OF MAY 19, 2009

1. CALL TO ORDER/ROLL CALL

President Larry Pfund called the Regular Meeting to order at 6:00 pm and took roll call.

Persons present were:

Commissioners: Larry Pfund, President; Bill Hunsinger, Vice-President; Kathy Sanders, Secretary; Floyd Holcom, Treasurer; and Dan Hess, Asst. Secretary/Treasurer

Staff: Jack Crider, Executive Director and Colleen Browne, Finance Manager

Also present were Janet Farstad; Lesle Palmeri, and John Lansing, Budget Committee Chair

News Media: Cassandra Profita, The Daily Astorian; Carrie Bartokius, North Coast Oregonian; and Jeff Nelson, Radio KAST

Guests: (see sign-in sheet)

2. CHANGES TO AGENDA

ADD: 6.a. Compass Community Bank Resolutions #18 & #19

DELETE: Executive Session portion ORS 192.660 (2)(H) Litigation

3. MINUTES

a. Regular Meeting of April 21, 2009

Commissioner Sanders noted that after checking the tape of April 14 regarding Item 7, that Commissioner Sanders did make the motion, not Commissioner Holcom.

Consequently the minutes were changed to reflect the correction.

Committee Assignment Page:

Add: OCZMA, Delegate is Floyd Holcom, Alternate is Dan Hess.

100 Year Anniversary, Delegate is Floyd Holcom, Alternates are Bill Hunsinger and Kathy Sanders.

b. Special Meeting of May 12, 2009

Commissioner questioned page 1 #2. Changes/Additions to Agenda, second motion of Commissioner Sanders seconding the motion and voting no. Commissioner Sanders confirmed it was correct.

Commissioner Hess moved to approve the minutes as corrected, seconded by Commissioner Sanders and unanimously approved.

4. FINANCIALS FOR MONTH OF APRIL 2009

a. Vouchers/Profit & Loss

Commissioner Holcom questioned the sub metering process.

Jack Crider said the Port needs to buy monitoring equipment, now working on the Chinook Building and other Pier 2 accounts. He believes that 80% of the power is being captured for rebilling to the tenants.

Commissioner Hess moved to pay the bills, seconded by Commissioner Sanders and unanimously approved.

b. Financial Reports

Colleen Browne explained that the aging has been broken out with comments to accommodate Commissioners Holcoms request.

Commissioner Sanders questioned Westbay Fisheries

Jack Crider said the tenant believes the Port is responsible for storm damage to their boxes and refuses to pay rent in the amount of the damage. The Port's insurance does not agree so there is a difference of opinion.

Jack Crider reported on the Overbay Wordworks roof. The back section needs to be repaired at a cost of \$10,000. This is a good opportunity to clean up the property of debris being dumped there.

Commissioner Holcom moved to approve the financial report, seconded by Commissioner Sanders and unanimously approved.

5. PUBLIC COMMENT

Lori Durham

1. reported that she saw someone dump a lawnmower at the marina dumpster.
2. questioned procedure for selecting the next chair.

Commissioner Sanders said the Bylaws as "at the July meeting the commissioners will choose for 1 year" however, this is not bound by law.

Consensus of Commissioners was the officers traditionally rotated.

6. AUDIT FOR 2007-2008

The audit for year ending June 30, 2008 was presented to the Commission at the last meeting.

Commissioner Holcom moved to approve the audit for the year ending June 30, 2008, seconded by Commissioner Hess.

DISCUSSION: Commissioner Holcom included "with corrections noted at the last meeting".

VOTE: unanimously approved.

6.a. COMPASS BANK

RESOLUTION 2008-2009 #18 MONEY MARKET ACCOUNT

RESOLUTION 2008-2009 #19 CERTIFICATE OF DEPOSIT

Commissioner Holcom moved to approve Resolutions #18 & #19 Money Market Account and Certificate of Deposit, seconded by Commissioner Hess.

DISCUSSION:

Commissioner Hess asked if responses of transferring to Compass were good.

Colleen Browne said it was wonderful, everything on line.

Jack Crider has had good community response, however Compass Community Bank will soon be changing their name to Clatsop Bank. The bank will pay for the name change cost.

VOTE: unanimously approved.

7. DISCUSSION ITEMS

a. Special Meeting for DSL Lease

Jack Crider explained that the Commissioners have requested a public hearing prior to signing the Division of State Lands lease for submerged lands at the Skipanon Peninsula. The DSL lease 20-day extension expires May 30, 2009. The land is subleased to LNG who wants to site a receiving terminal there. The LNG sublease is broken into 3 terms (a 5 year term, option of a 30 year term, and another option of a 30 year term).

Discussion followed on where and when to have the public meeting, and expecting a large crowd. It was decided to have it May 28 at 6:00 pm.

b. Strategic Business Plan Interviews

Three interviews are scheduled for Wednesday, June 10 from 10:00 am to noon, two interviews are scheduled for Friday, June 12 from 10:00 am to 1:00 pm.

c. Port 100-Year Anniversary on February 14

Discussion followed on different ideas and activities.

- Co-ordinate with the city and Historical Society.
- Invite Port of Portland, sister city, past port commissioners, and other dignitaries.
- Committee Chair will be Commissioner Holcom with Commissioners Hunsinger on the committee. Commissioner Sanders expressed interested in helping.

d. Personnel Policy Draft

Jack Crider presented a draft of Personnel Policy changes to update the policy with current state and federal law, and Port changes including combining all policies. This is the start of the review process that will include the commissioners, staff, SDAO, and the Union.

Commissioner Sanders requesting comparing the policy to the county and city's policy.

e. SeaPort Support Letter

Recently The Oregonian Newspaper printed a front page article on the SeaPort passenger service that reflected negatively on the use of grant funds and low ticket sales. An open letter to Oregonians from supporters of rural air service was proposed as a full-page advertisement in the Sunday's Oregonian – statewide, at a cost of \$12,763.

Discussion followed:

- Any front page article is good advertisement.
- Wait for 6 months to get numbers for an answer.
- Service is too new and takes time to become established.
- Service was approved prior to economic downturn.

- Need to stick with business plan and support service.
- Still working on scheduling to meet needs of customers.

The consensus of the Commissioners was to not respond to The Oregonian article at this point.

8. COMMISSION

a. Reports

Commissioner Hunsinger:

1. SeaPort - a phone conference on how to reach the flying community, the need to advertise in local communities, internet in Astoria is not as good as newspaper, and good ridership from across the river. Jack Crider said Newport has 2 flights, Astoria 3 flights; completed flights are 98% for Astoria and 99% for Newport; and Newport has more government activity. Soon ticket sales will show up on Expediate and other discount companies for booking entire trip on 1 ticket.

Commissioner Sanders:

1. Ports Day at the Capital attended with Commissioner Hess and Jack Crider. Had a table with 100 key chains and attracted more people than Port of Portland. Good interaction.
2. NW Oregon Economic Alliance Board – Astoria Bridge painting will start and span over several years.
3. Columbia Pacific Economic Development District – no federal earmarks for federal highways, lidar mapping system to detect slide areas, and funds are available to lease to business that had storm damage.
4. OPPA
 - a. HB 2625 gives DEQ authority to board vessels to take samples.
 - b. HB 3123 gives DEQ authority to board cruise ships to check systems that discharge in the ocean.
 - c. \$100 million in budget for Connect III.
 - d. Statewide Port Plan is complete.
5. Pedestrian Path – went on group inspection walk, realized lighting is low level along path and on poles at parking site.

Commissioner Holcom:

1. Marina Committee – people are interested in re-establishing the committee. Astoria Yacht Club might have Tuesday night races and should be included in the committee.
2. Security Aspects of the Port – Citizen complaint was forwarded to Executive Director.

Commissioner Hess:

1. Ports Day at the Capital attended with Commissioner Sanders and Jack Crider.
 - b. Concerns/Comments – NONE

9. OTHER BUSINESS - NONE

10. PUBLIC COMMENT

Lori Durham:

1. LNG has access if DSL lease not renewed?
Jack Crider said yes, it's not a peninsula.
2. DSL lease directly to LNG?
Jack Crider said it would be up to the state, not sure.
3. Will vote be taken at the public meeting?
Jack Crider said yes, May 28 meeting.

11. **RECESS** at 7:25

~~12. EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660 (2)(e)
REAL PROPERTY NEGOTIATIONS AND ORS 192.660 (2)(h)
LITIGATION.~~

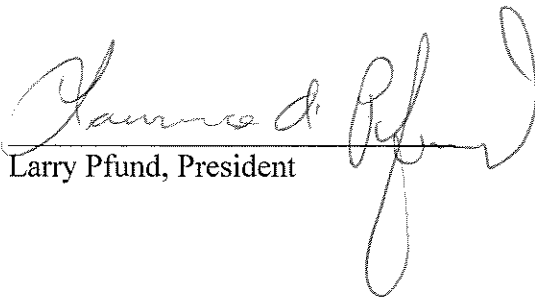
13. **RECONVENE REGULAR MEETING** at 8:45, no action needed.

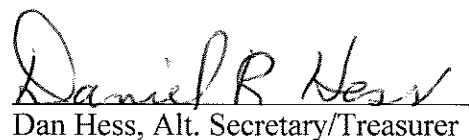
14. **ADJOURN** at 8:45 pm.

Submitted by Janet Farstad

APPROVED:

ATTEST:


Larry Pfund, President


Dan Hess, Alt. Secretary/Treasurer

