

MINUTES
PORT OF ASTORIA
REGULAR COMMISSION MEETING
SEPTEMBER 20, 2005
PORT COMMISSION CHAMBERS

Chairman Jim Bergeron called the Regular Meeting to order and took roll call.

Commissioners present: Jim Bergeron, Glenn Taggart, Larry Pfund, and Dan Hess. Don McDaniel was excused.

Staff present: Peter Gearin, Ron Larsen, Rita Fahrney and Port Attorney, Heather Reynolds.

Others present: Jeff Nelson, Kate Ramsayer, Rose Priven, Sylvia Davis.

CHANGES TO AGENDA. Chairman Bergeron called for changes to the agenda. No changes were made.

MINUTES: WORKSHOP, AUGUST 9, 2005; REGULAR MEETING, AUGUST 16, 2005 AND SPECIAL MEETING, AUGUST 31, 2005. Commissioner Taggart moved to approve the minutes of the aforementioned meetings. Commissioner Pfund seconded the motion. The motion carried unanimously.

VOUCHERS FOR THE MONTH OF AUGUST 2005. Commissioner Pfund stated the final list of vouchers for the month was just received by the commission and he has not had time to review them. He recommended delaying approval of the vouchers to allow sufficient time for review. Commissioner Taggart noted the commission did receive a list of accounts payable for the month. He moved to approve the vouchers for the month of August. Motion died for lack of second. It was agreed to postpone approval until a future meeting.

PUBLIC COMMENT. Rose Priven stated while reviewing the agenda packet she noticed the Safety Committee minutes referenced elk killed at the airport by USDA. She asked what procedures could be taken to request the meat be given to the Warrenton Senior Citizens Meal program. Ron Larsen replied when elk are put down by USDA they are taken to a rendering site, of which there are only one or two in the state. He advised it has become more difficult to donate the meat for human consumption due to possible diseases, and even Reed & Hertig no longer processes the elk. He added while he hopes the situation does not have to be repeated, he will check into the procedures for requesting donation of the elk meat.

Rose Priven noted that the aged receivables do not seem to be showing a lot of progress in collection of delinquencies. She questioned what collection efforts are undergone. Chairman Bergeron acknowledged there has been some concern by commission members

about some accounts. Peter Gearin explained there are several accounts that are fishermen who tend to be out of the area fishing for several months and normally pay up when they return. A few long-term tenants are having financial difficulties. Port staff works with them to avoid having to terminate their leases, forcing a local company to go out of business. One client is in the process of getting a bank loan. Fremont is going through a legal court process after which the Port will receive a percentage of the settlement. Another tenant has been given an eviction notice. Gearin emphasized Port staff does carefully monitor delinquent accounts.

CONSENT AGENDA. No items were placed in the Consent Agenda.

CONSIDER APPROVAL, ASSIGNMENT OF LEASE – WEST BAY. Peter Gearin reported this is to assign West Bay’s lease from a California corporation to an Oregon corporation, a housekeeping item for the tenant. Commissioner Taggart moved to approve the Assignment of Lease for West Bay. Commissioner Pfund seconded the motion. The motion carried unanimously.

SUMMARY – EXECUTIVE DIRECTOR PERFORMANCE EVALUATION.

Chairman Bergeron reported Manager Performance Evaluation forms for evaluation of Director, Peter Gearin, were passed out to all commission members at the workshop meeting in September, to be filled out and returned to him for compiling results. Bergeron explained he compiled and averaged ratings for nine different areas, based on a rating by each commissioner between one and five, with five being the highest. He reported results as follows:

1. Management Skills	3.75
2. Supervisory Ability	3.72
3. Communication/public image	4.35
4. Judgment	4.45
5. Job Knowledge	4.30
6. Creativity/Innovation	4.67
7. Interpersonal Skills	4.45
8. Budget Prep and Implement	4.60
9. Grant Procure and Manage	3.93

Chairman Bergeron stated Mr. Gearin’s total average rating is 4.25 of 5 points possible. He noted most scores were very close in ratings.

CALENDAR SCHEDULE. Cruise ship calls were noted. Commissioner Pfund reported on the recent inaugural reception for the C/S STATENDAM he attended on behalf of the Port. It was a cordial visits. The Captain talked about his pleasant visit in Astoria, claiming Astoria is much more friendlier and receptive than Alaska or Hawaii. The Energy Committee will meet Wednesday at 5:00 p.m. Ron Larsen reported the Airport Open House is Saturday, September 24th. The Strategic Planning Committee is formalizing recommendations to the Commission within the next month and will be meeting soon.

REPORTS.

Finance.

Peter Gearin reported the number of loans, grants and capital projects for this year total \$12.6 million. Last year's total was \$1.2 million. The Port spent 1.6 million last year and so far this year \$1.3 million has been received; \$3.1 million has been expended. Tracking the processes closely is necessary. Fuel sales are up this year as are lease and rental income. This year net is \$6,000 down compared to \$80,000 at this time last year. He summarized the first two months are proceeding well on financials.

Commission

Commissioner Pfund reported on the recent Strategic Plan Committee meeting. The facilitator, Diane Corder, was able to lead the committee members through a lot of topics. The group discussed where the Port may be in 25 years and how to get there. The list of topics were trimmed, translated and put into a paper format. The four-hour meeting was positive time spent. Discussion followed on some of the topics addressed during the session.

Chairman Bergeron provided an update on the jetty disposal project. The regulatory agencies came through at the last minute. Sand was dumped and depth was measured. Report on findings has not come back yet. The next step will be to dump more sand and measure how long it stays or where it will go. There are concerns by the fishermen about dumping on this area. It is hoped that placing only a few inches at a time will be a minimal impact.

Chairman Bergeron met recently with fishermen who are requesting the Port's support for the gillnet industry and to ensure both groups are working with politicians who make decisions on allocations. There is a push by some to do away with the gillnet fisheries. The gillnet industry is important economically to the local area. Gillnet fishers are also engaged in other industries locally, helping to ensure the fish boat fleet remains in the area.

OTHER BUSINESS. Chairman Bergeron called for other business. None was heard.

There being no further business, the meeting was adjourned.