

**PORT OF ASTORIA
SPECIAL MEETING MINUTES
FEBRUARY 10, 2009**

1. CALL TO ORDER/ROLL CALL

President Larry Pfund called the Special Meeting to order at 4:00 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 John Overholser, Airport

Also present were Janet Farstad, and Leslie Palmeri

News Media: Cassandra Profita, The Daily Astorian and Jeff Nelson, Radio

Guests: (see sign-in sheet)

2. CHANGES/ADDITIONS

ADD: 5.G. Knappa Railroad Breach

3. PUBLIC COMMENT

Lori Durheim asked about the Lektro loan job requirement because they are laying off employees. The loan stipulated a certain number of jobs.

Commissioner Pfund said that the state would allow leniency during a recession.

Jack Crider said that the standard condition is for a certain timeframe, but he will check on it.

**4. RESOLUTION 2009-05 PORT OF ASTORIA TARIFF
MODIFICATION**

The Marine Fire and Safety Association was formed by agencies and firms located on the Columbia and Willamette River System in order to enter into contracts with local fire districts along these river system. The Association charges the Port \$100 for each vessel for training and supplies to combat marine fires. On May 27, 2008 the charge was increased to \$100 to assess each oceangoing vessel upon each initial arrival within the Columbia River at a participating association member's location. The Association has increased the reimbursement charge to \$115. Resolution 2009-05 modifies the Port charge to vessels from \$100 to \$115 in order to recover the cost of the Association.

Commissioner Holcom moved to approve Resolution 2009-05 Port of Astoria Tariff Modification, seconded by Dan Hess.

DISCUSSION: none VOTE: unanimously approved

5. DISCUSSION

A. Pedestrian Access Paths

Nathan Cratar, HLB OTAK and Stephanie Scafa, Port Trails Coordinator went through changes to the conceptual plan for the Pedestrian Access Project, a multi-use path and sidewalk.

Sheet 3: The path was re-aliened straight which allows for better use of future development, it takes 5 parking stalls; will move the existing crosswalk 100'; landscaping will be above the ground in movable planter boxes; and pedestrian signs will be installed.

Sheets 5 and 6: The problem at the intersection at Gateway and Portway Streets is due to the sidewalks not meeting correctly at the private property, so the sidewalk and curbing is brought out further, perhaps providing mid-blocks to line it up better. The west side already has a sidewalk. The east side has utilities that would be very costly to relocate. The fence at the Red Lion will be replaced with a raised sidewalk and curb and landscaping. Due to a utility pole, there will be a 6' sidewalk and 5' bike lane with a planter separating the two lanes. Setbacks were requested to be minimal to conserve land usage.

Sheet 7: The proposed trail will follow along the top of the existing berm. It was recommended to pull the trail towards the water if possible.

Sheet 8: Having the trail end at the chain link fence was discussed as to whether the view was accessible through the fence.

Sheet 9: The trail will follow the railroad right-of-way on top of the dike. Two feet will be removed on the top to get a more horizontal surface.

Sheet 12: Preliminary parking site is paved with 10 stalls; access is by a gravel road. As there will be lighting at the parking site, it was recommended to oversize the electrical conduit (maybe 6") for future use.

Sheet 12 and 14: The identified "wetland" raised red flags of labeling a recent wetland created from dredge materials. It would not be good to label an area a wetland until required jurisdictionally. Since the area is outside the project area, it was requested that the wetlands be removed.

Sheet 14: The vegetation will be retained for erosion control.

Public Contact:

Stephanie Scafa reported on the private property owners she has contacted regarding the project, addressing their concerns.

A public meeting will be held February 23 between 5:30 and 7:30 pm, at the Port of Astoria.

B. SeaPort Air Service Inaugural Celebration

John Overholser, Port Airport Manager and John Lansing, Port Marketing Consultant talked about the progress of the celebration and marketing.

Celebration: March 15 will be the first day of service, all seats are blocked. The aircraft leaves Newport at 5 am flying to Portland, then back to Astoria by 10 am. The Mayor of Newport along with other dignitaries will be aboard the aircraft. Ceremonial celebrations will be held in Newport, Portland and Astoria. Invitations will be sent out to interested parties. Some of the blocked seats will be available for Port people.

Marketing:

Packages are being developed that included travel to other cities by charter. The packages could include car rentals, motels, sport events, etc.

Potential passengers need to be identified that now drive to Astoria on business. The 9 passenger aircraft is perfect for the Astoria climate.

Freight hauling is a great way to increase revenues. The Platus has a belly hole large enough for pallet. Getting the information out to businesses is critical in order to get their overnight freight hauling.

C. Air Terminal Improvements

SeaPort identified the basic needs for their operation. The terminal main area has been gutted, everything is gone. Two ramps, 2 large double doors, a counter, new carpeting, furniture and signs will be installed along with fresh paint. Vending machines will replace the old kitchen area. The estimated cost is \$15-20,000 reimbursable through the Connect Oregon II budget.

D. SeaPort Consortium Agreement and Representative

A Governance Agreement for the consortium of the City of Newport and the Port of Astoria per ORS 190 that identifies the terms of the agreement as far as administering the Air Service Agreement.

1. The Consortium Board shall consist of 5 persons, one staff person and one elected official each from the City and the Port, and one from the Oregon Department of Aviation.
2. Board meetings may be held by electronic means.
3. Consortium action includes routine administration, minor decision, and important decision.
4. Routine administration by City and/or Port Directors;
Minor decisions by Consortium Board; and
Important decisions by Consortium Board.
6. Representative’s payment of salary, benefits and reimbursement by respective agency. Outside costs incurred by Consortium Board shared equally by Port and City.

Commissioner Hunsinger moved to appoint President Larry Pfund and Executive Director Jack Crider as representatives, seconded by Commissioner Holcom.

DISCUSSION: Commissioner Hunsinger amended the motion for the Executive Director to sign the Agreement, agreed by Commissioner Holcom.

VOTE: unanimously approved.

E. Moorage Rate Increase

The moorage rates have not changed since November 1990 and needs to be restructured to meet today’s costs. Jack Crider recommended changing the daily rate now and working on the monthly and annual rate for the next meeting.

Port average daily rate is 50 cents/foot/day.

Eight of the Northwest marinas daily average rate is 73 cents/foot/day.

Astoria West Basin (“A” quality marina) has free showers estimated to cost 3 cents.

Other marina’s:	Rate:
Port Townsend	\$.75
Warrenton	\$.57
Ilwaco	\$.42
Port Angeles	\$.70
Sequim-John Wayne	\$.90
Cathlamet	\$.35
Olympia	\$1.12
Port Hudson	\$1.00

Discussion:

Automatic billing software is needed to eliminate errors.

Security is the key for success in Astoria.

Astoria needs to be in the 60% rate market.

Tongue Point has 15,000 lf of dock for vessels over 100'. The Port's moorage now is for vessels under 100'. The rate change needs to consider future larger vessels at Tongue Point.

F. Fuel Flowage Charge

Ordinance 90-01 encouraged fueling from vessels from approved fuel docks, by fuel trucks from Port piers under certain conditions.

\$10 delivery charge levied for each vessel fuel.

Vehicles in compliance with Fire Department and US Coast Guard regulations.

Deliveries made only while delivery vehicles are standing and vessels are moored at and on paved areas at the fact of Piers 1 and 2.

Proof of insurance for fire and pollution liability and indemnify the Port.

Loading of gasoline from a truck is prohibited.

A survey this month identified several ports with their tariff rates and regulations.

<u>Port</u>	<u>Customer</u>	<u>Rate</u>	<u>Regulations</u>
Astoria	fishing/tugs	\$10 fee	Insurance Certificate Comply Fire Dept. & US CG
Port Angeles	yachts/fishing	\$.0025/gal	Comply CG/Fire Dept. DOE regulations
Olympia	tugs	\$.05/gal.	Fire Dept. permit
Anacortes	fishing	\$.04/gal	Insurance Certertificate Approved transfer plan
Bellingham	fishing/tugs	\$.05/gal	Compliance statement
Longview	tugs/barges	\$300/occur.	Comply w/laws,permits/ins.
Vancouver	marine vessels	no charge	Insurance Certificate Mobile Fac. Ops Manual
Grays Harbor	marine vessels	full dockage	not addressed
Newport	fishing	\$.03/gal	Insurance Certificate Response Plan
Coos Bay	marine vessels	\$.01/gal	Co. licensed as mobile CG Regs. Compliant

Discussion:

Security cameras can now document the fuel trucks.

Not collecting for fueling vessels in the river by barges.

Port is responsible for all spills, damages.

Average vessel takes 8-10,000 gallons of fuel.

G. Knappa Railroad Breach

Commissioner Holcom reported that the County has agreed to go forward to repair the breach (170' of broken rail track), after 4 years. The Port needs to be more pro-active to have the repair completed, especially as the acquisition of Tongue Point draws near.

Presently cars are being stored on the line, using it as a spur. The problem is that the

work can only be done during DSL “in-stream” work period which ends February 28. After that the work cannot be done until next November. The Port may need to contact the congressional delegation in order for the repair to keep moving forward. The breach is affecting the Ports ability for interstate commerce.

Jack Crider said he is expecting a Letter of Intent from a potential tenant at Tongue Point that will be requesting rail service.

Commissioner Pfund’s option was to consider purchasing the line from P&W.

Veronica Smith reinforced the option by saying that P&W is very cooperative, that they could abandon the line, give it back to ODOT and then the Port could take it over.

Commissioner Holcom said that P&W can’t just abandon the line, but they could go through the process by making an application to ODOT for embargo status, apply to abandon it and then the Port could purchase it very similar to the Port of Coos Bay purchase of the railroad line. They received \$12.9 million from the state to purchase it. \$2 million was spent to upgrade the line to passenger status Class II that should be considered by the state.

H. Tongue Point Dredging:

Commissioner Holcom noted that the Port should notify the Corp of Engineers of Tongue Points potential acquisition and that it will need to be dredged in the future. They need to budget for it now. The Corp could save money by barging jetty rock from Washington to Astoria and stockpiling it at Tongue Point.

I. Other Discussion

Lori Durham reminded the Commissioners of the County’s meeting on Wednesday to decide on the \$200,000 loan.

Veronica Smith expressed her excitement about the air service. She recommended selling space at the terminal to advertisement businesses, having a children art projects to post on walls, and to showcase the community and its history.

7. ADJOURN at 6:20 pm.

Submitted by Janet Farstad

Port of Astoria
COMMISSION MEETING

SIGN IN SHEET

DATE: Feb. 10, '09

NAME

PRINTED NAME

Lois Durheim
JEFF NELSON
Nathan Crater
Stephanie Sapa

Jeff Nelson (!)