

PORT OF ASTORIA

MINUTES

REGULAR COMMISSION MEETING

MARCH 20, 2012

PORT COMMISSION CHAMBERS

Vice-Chairman Larry Pfund called the Regular Commission meeting to order. Roll call was taken.

Commissioners present: Larry Pfund, Floyd Holcom, Bill Hunsinger, Jack Bland. Commissioner Hess was available via phone.

Staff present: Executive Director Jack Crider, Deputy Director Herb Florer, Property Manager Mike Weston, Finance Manager Colleen Browne, Boatyard Manager Steve Barkemeyer, and John Overholser, Airport Manager.

CONSIDER MINUTES:

Special Meeting, February 7, 2012; Special Meeting, February 14, 2012; Regular Meeting, February 21, 2012. *Commissioner Holcom moved to approve the minutes of the aforementioned meetings. Commissioner Bland seconded the motion. The motion carried unanimously.*

FINANCIALS FOR THE MONTH OF FEBRUARY

Vouchers. Finance Manager Colleen Browne presented the voucher list for the month of February 2012. Commissioner Holcom voiced his approval of the new format. *He moved to approve the vouchers for the month of February. Commissioner Bland seconded the motion. The motion carried unanimously.*

Financial Reports. Colleen reported the Operating Format Profit/Loss for February has a net income of \$142,000. Grant funds, one log ship contributed to income. She briefly reviewed Capital Projects underway. *Commissioner Holcom moved to approve the financial reports for February 2012. Commissioner Bland seconded the motion. The motion carried unanimously.*

PUBLIC COMMENT

Lori Durham, 398 Atlantic, Astoria expressed concern about the condition of the West Basin ramp to the A, B, and C floats. It is unsafe. She asked if staff would check on the condition to ensure safety and was assured staff would look at the ramps

AUDIT PRESENTATION 2010-2011

Finance Manager Colleen Browne informed the commission that Kamara Austin with Merina & Company, our auditors, was unfortunately unable to be here to present the audit at this time. Colleen passed out a draft for the board members to review before presentation of the audit, now scheduled in April. Commissioner Holcom noted the financial statements show a glaring fact: The Port has cash-flow problems, but there is now a plan in place to rectify them. Some discussion followed on the Port's current plans to spend less. Director Jack Crider noted the Port is also receiving a good sum of money from Area-Wide Contamination settlement and there are further companies to pursue separately.

PARKING TICKETS

Deputy Director Herb Florer reviewed the staff report addressing Parking Ticket Policy. The Port has approved ordinances dating from 1958 that regulate parking on Port property, establish penalties for violations, and determine procedures for enforcement of the regulation.

Staff and the attorney have reviewed the Port ordinances and Oregon State Statutes. Florer continued by referencing statutes and ordinances in place. Port security personnel are authorized to issue tickets under State law and existing Port ordinances and the Port has the authority to fine violators under State law and Port Ordinances. Some discussion followed on procedures and appropriate fines. The Port Finance Manager will set up a process for the accounting necessary. Staff recommends the Commission approve the Port of Astoria Traffic Policy – attached to the staff report. *Commissioner Bland moved to approve the Port of Astoria Traffic Policy. Commissioner Holcom seconded the motion. The motion carried unanimously.*

PUBLIC DOCK FEES

Executive Director Jack Crider reported staff has gathered additional information on public ports that charge for landing fees. There are still more out there and gathering more information will be ongoing. The Port of Astoria has established a fee of \$.15/lb. for crab landings off the public dock. Bornstein's lease terms protect their customers need to unload products. The public dock built adjacent to Bornstein's was built with publicly-funded grant money to offset the cost of building a dock does not have provisions allowing lease, selling or charging – unless the grant funds are returned (\$500,000). Discussion followed on Bornstein's lease and arrangements for the building contained in the lease. If the Port were to assess a fee at that dock, it is likely that litigation will ensue. Staff was given direction to gather more information on hoist fees at other facilities.

STAFF REPORTS

John Overholser, Airport Manager reported the following:

- Electrical switching done at the airport saved \$4,200.
- Breaking ground on AIP 19 Electrical Rehab on Friday.
- Wildlife fence has been repaired
- The Army Guard will be using drones at Camp Rilea for training
- Airport survived the high tides, rain fall last week.

Colleen Browne, Finance Manager reported the following:

- Working on Grant funding for AIP 17 and 18.
- Catching up on work
- A time-table for upcoming Budget work will be distributed next week. She will need input back as soon as possible.

Mike Weston, Property Manager reported the following:

- Working on storm-water DEQ permits needed by end of month
- Dredge permit, biological opinion underway
- NRC vessel negotiations to homeport at Tongue Point, bringing equipment with them.

- Swamped with environmental issues.

Herb Florer, Deputy Director reported the following

- Provided an update on Red Lion - doing updating, Cleaning, preparing to open. Engineer report came back good. No firm date for opening yet.
- Airport Consortium Financial update – the Port should not be accountable for the extra costs and he explained why.
- Has worked on insurance issues and funds received
- Prepared analyses and Lease for new hotel operators
- Attended OPPA meeting and COLPAC meeting – discussion on Connect 4 proposals

Reported for Janice Burk, Marina Manager on Marina occupancy rates. They have fish cleaning docks in place and are working on East Basin parking.

Reported for Rita Fahrney, Terminal & Administrative Services Manager that she has completed requests for proposals for line hauling services and electrical installation on pier two. Available on the Port's website.

DIRECTOR'S REPORT

Vice-Chairman Pfund announced that during the Executive Session, Executive Director, Jack Crider, submitted a letter of resignation. He asked Mr. Crider to provide a report.

Executive Director confirmed announcement of plans to depart the Port of Astoria. He needs to move on. He has a house in Lincoln City for sale and a wife he only sees for 1 ½ days week. They would like to move further south – away from this weather. Commissioner Hunsinger voiced his concern on the timing. Jack has been involved in the Tongue Point acquisition, the Area-Wide Clean-up solutions, Westerlund Log Handlers' success, development of a new Strategic Plan with, now, a working port. He hit the ground running. He is sad he is departing, but understands his situation. He offered his thanks for a great job.

Commissioner Holcom announced he has known Jack for a long time. Crider is the best "turn-around" manager the Port has had. Challenges remain. We are in a better place than before and Holcom voiced his appreciation to Jack.

Commissioner Bland recalled when he considered being on the commission he spoke with Jack Crider about it first. He had no idea what the Port goes through. He has seen a tremendous improvement on the way the Port does business, with having staff responsible for making recommendations and the board for making yes/no decisions. He stated the board should vote on Jack Crider's resignation. *Bland moved to refuse to accept the resignation of Jack Crider as Executive Director. Commissioner Hunsinger seconded the motion.* Vice Chairman Pfund voiced he is in favor of Mr. Crider staying, doesn't want to lose him at all. Pfund stated he knows Commissioner Hess did not receive this news well. *Motion carried unanimously.* Crider thanked them for their vote, but commented on his commitment to his wife and other issues. Great staff remains. He and staff will start the application process for advertising for a new director.

Commissioner Bland attended a COLPAC meeting with Deputy Director Florer. Opportunity to speak with new congressperson. She offered to be as much assistance as possible. Hopeful, to get non-stop flight from Portland to Ronald Reagan Airport. Like to have her visit the port at a convenient time.

Commissioner Holcom attended the Marina Committee meeting. They are doing great things. If you get a chance, walk through the marina. The group taking care of our marinas is doing a great job.

OTHER BUSINESS

Vice Chairman Pfund called for other business. None was received

PUBLIC COMMENT

Steve Fulton, representing City of Warrenton, commended Mr. Crider on his work and thanked him for coming to our community. He stated the City of Warrenton has contracted with the Army Corps of Engineers for the levy systems. The Coast Guard has sent funds to the Corps of Engineers and the Corps has given Warrenton a tentative date for inspections of the Warrenton levy systems and Clatsop #11.

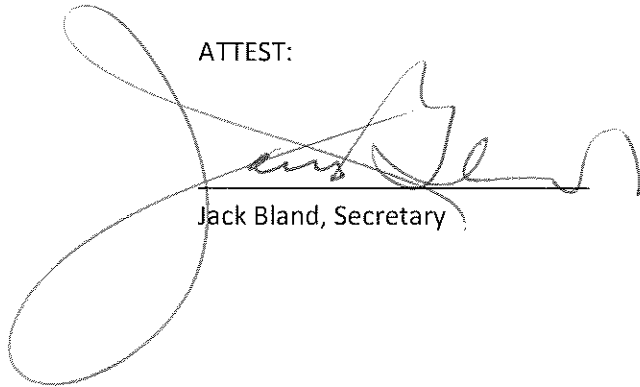
There being no further business, the meeting was adjourned.

APPROVED:



Daniel Hess, President

ATTEST:



Jack Bland, Secretary

Submitted by: Rita Fahrney, Admin Services Mgr.