

PORT OF ASTORIA

MINUTES

SPECIAL MEETING

JANUARY 10, 2012

PORT COMMISSION CHAMBERS

Chairman Dan Hess called the Special Meeting to order. Roll call was taken.

Commissioners present: Dan Hess, Larry Pfund, Jack Bland and Floyd Holcom. Bill Hunsinger is excused.

Staff present: Executive Director Jack Crider, Deputy Director Herb Florer, Terminal & Administrative Services Manager Rita Fahrney, and Property Manager Mike Weston.

Others present: Denny Houle, Tom Freel, Aaron Anderson, Sonny Park and Steve Fulton.

CHANGES TO AGENDA.

Chairman Hess called for changes to the agenda. None were made.

PUBLIC COMMENT

Chairman Hess called for Public Comment. No public comment was received.

BERGERON LETTER OF SUPPORT – FISH COMMISSION

Chairman Hess reported that during a recent conversation with Jon Englund, Mr. Englund advised his term on the Oregon Department of Fish & Wildlife (ODFW) was over and ODFW would be looking for another person to fill the vacancy. Jim Bergeron is well qualified to fill the position, having an enormous amount of knowledge and background expertise in the management and conservation of fish and wildlife resources. Chairman Hess recommends the Port of Astoria Board send a letter of support of Mr. Bergeron's appointment to the vacant position. *Commissioner Pfund moved to approve the draft letter of support as presented. Commissioner Holcom seconded the motion. Commissioner Bland advised he will abstain as he does not know Mr. Bergeron. Commissioner Pfund's motion carried with majority vote.*

STRATEGIC PLANNING – PROJECTS UPDATE

Executive Director Jack Crider passed out a printed copy of a power-point presentation on Strategic Planning project updates. He explained commission members have voiced the need to have a workshop session to review projects underway. Crider encouraged open discussion and public participation during the project updates. The following projects were included in status reports and discussion:

Airport

- T-Hangars – Nearing completion
- Beacon and Wind-cone Upgrades are complete
- The second floor of the Bar Pilots building status

- Ditching improvements ongoing
- Lektro roof repair complete
- WOW expansion and storm-water/pollution control permit update
- Industrial Park fill – 4k yards of fill moved. Grading scheduled for summer
- Highway 101 Intersection at Harbor Drive discussion
- Other projects: Brush cutting, wilderness fence repair, maintenance to utility right-of-way, Coast Guard dike, fuel truck acquisition

Skipanon

- Land Purchase – appraisal complete and purchase request complete

Pier 1/Slip 1

- *Pier 1 West* – Project status of: fender piles, chalks; breasting floats, steel piles for breasting floats; asphalt open bulkhead deck; repair of old wood dock; bulkhead; replacement of utility vaults; replacement of lights; repair of bull-rail
- *Pier 1 East* – Relocation of fuel tank, improve entrance signage, fill area between hotel and pier one building, walkway for upper dolphin
- Pier 1 Slip – Portway sidewalk/storm drain repair (Big River Contract) – in progress
- Pier 1 west dredging permit renewal and modification – in progress
- Barge ramp, slips and piers 1, 2 & 3) – acquiring 5-year dredge permit to -43’, dredge schedule to dry dock
- Update on DEQ national storm water pollution control permits

#10 Pier 1 Building

- Mariner’s room – complete
- Suite 103 marina and reception office preparation is in progress
- Suites 304, 209, 301 are completed and ready for occupancy
- Security and camera system room preparation is in progress
- Records and storage room is under construction
- Board meeting room is in plan and design stage
- Kiosk is complete

Pier 2/Slip 2

- *Pier 2 East development (connect IV)* - grant request improvements include:
- Coast Guard utilities, replace wooden deck with 8: concrete deck, new 4” asphalt shouldering and roadway, new fenders, stringer and bull-rail, fisherman’s hoist, shore up mudsill, posts and braces, replace and repair bulkhead.
- *West side development* – projects in progress include temporary concrete patches, asphalt deck, planning to replace 150’, 50’, and 300’ sections
- *Area-wide contamination, slip 2 projects* - include containment facility, cell bulkhead and concrete deck. Additionally, dredge permit modification and renewal and DEQ storm water pollution control permits.
- Relocate MSRC ; possibilities include to port office building. Current space could be leased and/or cold storage area
- Pier 2 building repairs and replacement maintenance reviewed.

Pier 3

- *Pier 3 docking facility work* in progress includes:
- Permits submitted in July 2011
- DSL area appraisal
- DSL property purchase request
- Working with tenants for funding
- Tiger Grant Application – submitted

Boat Yard projects in progress include:

- 30 new electrical services completed
- Future expansion into area currently leased by Abhe & Svoboda
- Annex surfacing
- Fencing, camera, gates
- Dredge permit modification and renewal and DEQ national storm water pollution control permit progress

Dredging Slip 2

- Removed approx 40,000 yards to depth of -32'
- Obtained NOAA & DSL approval for clam shell with flow lane disposal
- Bergeron dredging haul-out facility to -20', approx. 1,000 yards

Barge Ramp

- Repair planning and dredging scheduled to be included in new permit – project in progress

Dredge Material removal – pier 3 west

- 4,000 yards removed to date. Deposited at AIP
- Grading to commence this summer
- Volcano testing in summer 2012
- Wing Dam funding for study scheduled for 2013 USACE budget.

Central Waterfront

- Port hotel RFP responses due Jan. 20th
- Cannery Pier Causeway vault repair completed
- 422 storm damage repairs are in progress
- Union town access and improvements on Portway are in progress
- Directory signage is also underway (design and construct)
- *Security Control* – access points at boat yard, log yard and park
- cameras and parking ticket procedures are being worked on
- Chinook Building repair/replacement – to be determined based on hotel direction

West Basin Marina

- Dredging Project – sediment evaluation framework and projected dredging window 2013-14 season
- Repair of bull rails and cleats from storm damage is completed
- Repair of deck railing and dock in front of Chinook Building is completed
- Plan extension of entrance wing walls is in progress

- Key cards for marina restroom is completed
- Electrical power for T-dock is planned

East Basin Marina

- Repair/replacement of causeway is underway – ODOT punch list, design & engineers costs, sea lion deterrent and support beams, posts, braces and deck is in progress
- Fish cleaning station is scheduled for completion January 31, 2012
- Parking lot surfacing is in progress – partial completion Summer 2011. Will include widening roadway adjacent to cleaning station
- Negotiation for OSU seafood lab property is in progress

North Tongue Point

- J.E. McAmis Lease - Modification (consolidation/expansion) in progress
- Bulk cargo shipping facility – MOU due 1/31/2012, identifying bulk cargo suppliers
- Security cameras and gates – security grant funds discussed
- Improvements to electrical service for outside boat storage is in progress
- Railway siding clearing and plans for improvements underway
- Purchase of Tongue Point facility from Washington Group planning in progress
- Entrance road re-alignment design and negotiation planning underway
- *Warehouses:* Upgrade fire systems in hangar 3, relocate City Transfer offices, painting exterior to seal CAB, improvements to restroom facility, increase lighting, improvements and metering ability for electrical system and creating separation between fiber glass manufacturer and boat storage are all progressing
- Additional work to North Tongue Point discussion included pier utilities, fender pile replacement, dredging needs and the DSL land purchase

Administration

Projects underway by staff include:

- Standardizing lease/rental rates when options provide
- Improvement to cash flow management for seasonal fluctuations
- Complete property ownership conflicts
- Identify any granted federal authorities
- Identify any potential wetland mitigation property port-owned
- Scan of historical documents for quick reference
- Complete area-wide litigation
- Parking ticket procedures
- Charter operator license/fees
- Vessel assist – request for line haulers proposals
- Fireboat discussion
- Staff/commission governance training
- Other commission direction

Considerable discussion was held on the various projects presented by staff. Commission members voiced their opinions on the planning process, objectives and financial aspects. Short-term and long-term projects were discussed. Commissioner Holcom spoke to the need for continuity in staff

responsibilities. The role of the Board Members in the strategic planning process was highlighted. Director Jack Crider, Deputy Director Herb Florer and Property Manager Mike Weston explained the communication and sharing of staffs' projects and goals. The staff does work closely together and due to the multitude of tasks ongoing the staff members are knowledgeable about other key personnel projects. Director Crider agreed on the need for addressing financial aspects of the strategic planning process and will work with the finance manager towards this goal.

Commission members voiced concern that Executive Director Jack Crider has not taken advantage of vacation time as should be done on a yearly basis – acknowledging that Jack is a “hands-on” director who wants to see all the projects underway by staff. However, he now has a Deputy Director on staff and commission members encouraged Jack to take some time off.

PUBLIC COMMENT

Chairman Hess called for public comment.

Tom Freel, NNW Broadcasters Radio, agreed on the need for the Director to take vacation time away – even suggesting it could be a commission directive.

Denny Houle, Oregon Business Development Department, stated he has learned more about the Port of Astoria during this planning session than ever before. He has never seen such a comprehensive report on activities at any other port district and he appreciated the presentation.

There being no further business, the meeting was adjourned.