

**MINUTES
FEBRUARY 11TH, 2014**

**PORT OF ASTORIA
REGULAR SESSION
PORT COMMISSION CHAMBERS**

Call to order

Chairman Campbell called the Regular Meeting to order.

Roll Call

Commissioners present: Jim Campbell, Bill Hunsinger, Steve Fulton, Ric Gerttula, and Jack Bland.

Staff present: Interim Director Mike Weston and Finance Manager Colleen Browne.

Pledge of Allegiance

Changes/Additions

Unavailable on audio

1. Public Comment for items on the agenda, with exception of Public Hearing
Public Comment was unavailable on audio.

Special Presentations

2. Department of State Lands Presentation

Bill Ryan, Assistant Director of Wetlands and Waterways Division for the Department of State Lands, gave a presentation on the proposed development of a Port Industrial Complex on North Tongue Point. Mr. Ryan explained that as a state agency, the DSL can facilitate coordination with other entities, convene with federal and local governments, and provide guidance on regulatory challenges and issues that may arise. Mr. Ryan went on to explain further on the options and processes involved with the project. Discussion followed touching on issues such as mitigation, project timeline, and associated costs.

3. Merina and Company 2012-2013 Audit Report

Due to road conditions the auditor was not able to attend. This item was rescheduled to the next Regular Session to be held on March 18th, 2014.

4. Forestry Report

Mike Cloughesy, Director of Forestry with the Oregon Forest Resources Institute, gave a presentation explaining the importance of the forest industry to the rural areas of the state of Oregon, how the forest industry has rebounded since the recession, and the impact on the state and local economies.

Mr. Cloughesy gave a PowerPoint presentation and also gave out booklets.

Consent Calendar

5. Motion to approve the Consent Calendar, excluding Financials. Move to approve was inaudible on recording. Motion seconded by Commissioner Gerttula. Motion carried.
 - A. Consider Minutes: January 21st, 2014 Regular Session
 - B. Financials: January
 - C. Events Calendar

Commissioner Fulton moved to approve the payment vouchers for January. Commissioner Bland seconded. Motion carried unanimously.

Public Hearings

N/A

New Business

6. Bylaw Amendment (Committees)

In regard to establishing parameters for the Marine Advisory Committee and the Marina Advisory Committee, Interim Director Mike Weston presented a draft that he received from Port Counsel, Ron Guerra, with respect to the formation of these special committees.

- John Raichl of Astoria spoke about the current airport committee, of which he is a member. He stated that there are currently six members of the committee, including Commissioners Campbell and Bland. Mr. Raichl recommended that the Commission allow member appointment through the Coast Guard and Camp Rilea, and requested the inclusion of members outside of the Port district, such as Washington state residents, who also use the facility.

Discussion followed on issues such as areas to be represented, the number of members per committee, and term length. Mr. Weston's aim is to present the final document to the Commission on Thursday, February 13th, 2014.

7. Personnel Policy

Interim Director Mike Weston presented the Commission with two versions of the personnel policy, a red line version and a clean version, which Port Counsel had provided. The main issues being updated are to bring the policy in accordance with the state and federal law, to address issues with the bargaining agreement, and to bring other policies into accordance with the current laws. The personnel policy has not been updated since 2006, and even then, not to the extent required.

As the Commission had not had the opportunity to preview the materials, the issue was tabled.

7A. Settlement Funds

Commissioner Hunsinger moved to place Lilly and AreaWide settlements into a restricted account. Commissioner Fulton seconded.

Discussion followed regarding what type of restricted account to use, CD vs Money Market, and which settlements to place in the account.

Commissioner Fulton withdrew his second, as motion was to be amended.

Commissioner Hunsinger amended motion to place all monies raised to AreaWide, attorney, and insurance settlements into a six month CD. Commissioner Gerttula seconded. Motion carried unanimously.

7B. Port Director

Commissioner Gerttula expressed concern over not having a permanent Port Director in place and requested that a solicitation for the position begin immediately.

Discussion followed regarding the length of time the solicitation had been placed on hold, and a previous vote to change the position title from Chief Executive Officer to Executive Director on the job description document.

Commissioner Gerttula moved to release solicitation for the position of Executive Director immediately. Commissioner Bland seconded. The vote was as follows:

Commissioner Hunsinger: Yes

Commissioner Fulton: No

Commissioner Bland: Yes

Commissioner Gerttula: Yes

Commissioner Campbell: No

Interim Director Mike Weston will present the job description document to the Commission at the Special Meeting on Thursday, 2/13/2014, for the Commission's approval.

Commissioners/Director Reports

N/A

Good of Order - Public comment for items not on the agenda.

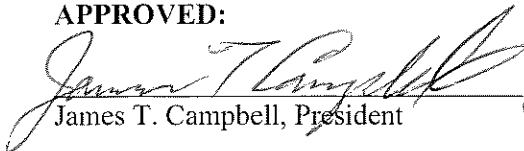
John Raichl of the Airport Committee presented the Commission with follow up to a question asked by the Commission on January 7th, 2014, regarding the need at the airport for an FBO (fixed-base operator). The Airport Committee has held four meetings since that time, discussing all issues related to airport operation. The current services at the airport are filling requirements for fueling needs, however the airport needs revitalizing. The committee unanimously recommended a request for proposal for an FBO. The Commission was presented with a list of services that could be provided, compiled using information gathered from thirteen comparable airports.

Next Meeting Dates

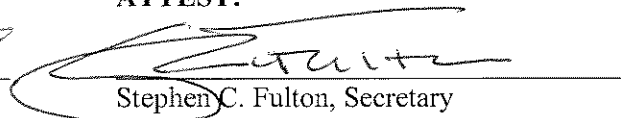
Special Session, February 13th, 2014 at 8:30 AM
Quarterly Budget Meeting, February 27th, 2014 at 12:00 PM
Work Session/Special Session, March 4th, 2014 at 5:00 PM

Adjourned

APPROVED:


James T. Campbell, President

ATTEST:


Stephen C. Fulton, Secretary

Respectfully submitted by:
Judy Farfan, Administrative Clerk

5/20/14
Date Approved

