

MINUTES
SEPTEMBER 5, 2017

PORT OF ASTORIA
WORKSHOP SESSION
PORT ADMIN BUILDING
10 PIER 1, SUITE 209
ASTORIA, OR 97103

Call to Order

President Spence called the Workshop Session to order at 4:00 pm.

Roll Call

Commissioners Present: Frank Spence; Dirk Rohne; Robert Stevens; Jim Campbell; and Bill Hunsinger.

Staff present: Executive Director Jim Knight;
Port Counsel was Eileen Eakins for this session.

Pledge of Allegiance

Changes/Additions

No changes or additions for this session.

Advisory:

Life Flight Network (LFN) Hangar Location with Jake Dalstra (LFN Regional Director) and Dan Travers (LFN Astoria Base Manager)

Mr. Dalstra and Mr. Travers spoke to the Commission about the difficulties and delays encountered with acquiring a site at the airport for the construction of the new LFN hangar, and noted the importance of the Commission making a final selection.

Extensive discussion followed regarding working together to select a suitable site; grant extensions; commitment from the Port; building on present site versus alternate site; potential safety issues; mitigation; equipment damage due to weather; and various obstacles to site selection.

This item will be placed on the agenda for the next regular session on September 19, 2017.

Workshop: Review Final Draft of Port Bylaws

The Commission went over the final draft document and discussed potential changes noted during their individual reviews of the document. Some major topics of discussion were as follows:

- Section 5 – Meetings: regarding meeting time, notice posting, procedural rules, and agenda responsibility.
- Section 6 – Administration: Executive Director reports.
- Section 7 – Port Attorney: Attendance at Commission meetings, and contact by individual Commissioners.
- Section 12 – Commissioner Expenses: Travel reimbursement.
- Section 13 – Budget Process: Alternate committee members, and appointment of committee members.

Workshop: Review Final Draft of Port Bylaws (continued)

The Port bylaws final version is scheduled to be adopted at the September 19, 2017 Regular meeting of the Commission.

(Commissioner Rohne was excused from the meeting at 6:03pm during the draft bylaw review.)

Workshop: Strategic Planning

Mr. Knight explained to the Commission that the Port’s Strategic Business Plan is in need of updating, as the most recent version is from May 2010. Updating the strategic plan would enable the Port to be eligible for future financial assistance opportunities from the State of Oregon.

Mr. Knight also explained that he, together with Mary McArthur, Executive Director of Columbia-Pacific Economic Development District (Col-Pac EDD), had been working on the plan for the past year.

Mr. Knight asked the Commission for input on the Port’s goals/strategic objectives, and strategic vision, to ensure that the plan stays in line with the Commission’s vision for the Port.

The Commission will discuss this item further at a future meeting.

Commissioner Hunsinger spoke to the Commission briefly regarding an upcoming Salmon Disaster Workshop, and asked that he be authorized to represent the Port of Astoria. Commissioner Spence confirmed the authorization as requested.

Upcoming Meeting Dates

- Potential Executive Session Prior to the next Regular Session.
- Regular Session – September 19, 2017 at 4:00 PM.

Adjourned

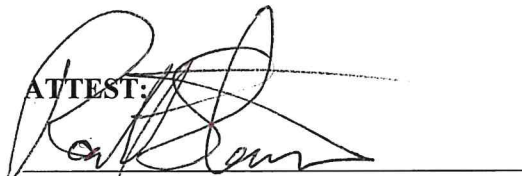
President Spence adjourned the meeting at 6:53 pm.

APPROVED:



Frank R. Spence, Chairman/President
Board of Commissioners

ATTEST:



~~Bill Hunsinger, Assistant Secretary~~
Board of Commissioners
ROBERT STEVENS.

Respectfully submitted by:
Judy Dodge Fattori
Executive Assistant & Board Secretary

NOV. 21, 2017
Date Approved