



**MEETING MINUTES
FEBRUARY 2, 2021**

**PORT OF ASTORIA
REGULAR SESSION**

Meeting held via videoconference due to social distancing measures

Call to Order:

Chairman Rohne called the Regular Session to order at 4:00 pm.

Roll Call:

Commissioners Present: Dirk Rohne; Robert Stevens; Frank Spence; Jim Campbell; and Scott McClaine.

Staff Present: Executive Director Will Isom; Finance & HR Manager Jim Grey; Staff Accountant Melanic Wiegardt; Terminal & Customer Support Manager Susan Transue; and Administrative Services Manager Ella Marion.

Port Counsel: Eileen Eakins was not present for this session.

Also Attending: Edward Stratton of *The Astorian*; Cindy Yingst of *The Columbia Press*; David Oser of the Port of Astoria Finance Committee; Lori Beth Kulp; and Kurt Englund.

Commission Reports:

There were no reports or comments from the Commissioners at this time.

Changes/Additions to the Agenda:

Commissioner Rohne advised that item 7c DEQ Update would be postponed to the February 16th workshop.

Commissioner McClaine moved to approve the revised agenda. Commissioner Spence seconded. The motion carried unanimously.

Public Comment for items on the agenda:

There were no requests for public comment.

Consent Calendar:

The Consent Calendar consisted of the following:

- Meeting Minutes – 1/12/2021 Regular Session and 1/19/2021 Workshop Session
- Financials – December 2020
- Event Calendar – February 2021

Commissioner McClaine requested that the 1/19/2021 minutes reflect that Commissioner Campbell does not have a conflict of interest and is not affiliated with Campbell Environmental. Administrative Services Manager Ella Marion advised that she would update the minutes as requested.

Commissioner McClaine moved to approve the minutes and event calendar. Commissioner Stevens seconded. The motion carried unanimously.



Staff Accountant Melanie Wiegardt discussed the December financials that were included in the packet. The capital projects report has an updated format that will be used from this point on. She added columns that reflect expected and received grant funding for each of the projects. The succeeding pages have more comprehensive notes from Deputy Director McGrath on prioritization and status. Projects in queue are separated from projects that have been completed and projects that have been deferred to the next fiscal year. The final page is for projects that were not in the original budget; and does provide status on which projects already have Commission approval. The three final pages will be provided to the Commission two to three times throughout the year. Commissioner Spence commented that he liked the format. Commissioner Stevens concurred.

Commissioner Spence moved to approve the financials as presented. Commissioner McClaine seconded. The motion carried unanimously.

Advisory Items:

7a. Fishery Support Proposal

Commissioner Rohne stated that he heard on KAST radio that there was a possible campaign to ban gillnetting. In 2012, he worked with the county on an inclusive statement to support fishing, which is included in the meeting packet. With the Commission's consent, he would like to work with Mark Kujala and the county on a similar inclusive statement. Commission Campbell stated that salmon is the lifeblood of the community, and he thinks that the Port should endorse it. Commissioner Stevens also voiced support. The remaining Commissioners did not oppose the proposal.

7b. Cruise Ship Update

Terminal & Customer Support Manager Susan Transue referred to the cruise ship and riverboat schedules that were provided in the packet. There were originally 26 reservations for the 2021 cruise ship season. Most of the cancellations are through the beginning of May, and she received a new cancellation yesterday for the 5/7 Celebrity Millennium. The chart shows how much the Port was expected to receive in revenue for the 2021 year and the loss due to the cancellations. So far, the Port will have lost approximately \$314K due to cancellations. She anticipates that there will be more cancellations if the CDC guidelines and the COVID situation do not change.

For the riverboats, there are a lot of cancellations, especially for the American Empress. There were originally 37 reservations, and there are currently 29 cancellations. She is hoping that things will change with updated CDC guidelines. Currently, there is a conditional no-sail order that affects ships with more than 250 passengers. Riverboats are smaller, so there may be more reservations later in the year.

Commissioner McClaine asked if these losses were COVID-related losses that the Port could claim for federal grants. Director Isom advised that the federal grants are for reimbursement of COVID-related expenses. Revenue recovery has not been included in federal grants, and the Port is still trying to figure out if there are any ways to make up for that loss of revenue.

7c. DEQ Update

As approved by the Commission, this agenda item will be postponed to the February 16th workshop meeting.

Action Items:

8a. Contract with Landside Resources

The packet includes a MOU between the Port and Gary Kobes. This is an update to the original agreement from 2014. Previous renewals were straightforward because his role was not changing. This renewal outlines changes in the scope of work and sets a limit of his billable hours to 50 hours per month. Exhibit A details the scope of work, which focuses on preparation for the airport master



planning process. This MOU will extend Kobe's work with the airport through the end of 2022. Isom is asking for an approval on this memorandum of understanding.

Commissioner Campbell moved to approve the memorandum of understanding with Landside Resources. Commissioner Spence seconded. The motion carried unanimously.

Public Comment for items not on the agenda:

There were no requests for public comment.

Executive Director Comments:

- Director Isom spoke about the passing of Thane Tienson, an attorney who worked for the Port over the years. Most notably, he worked on the environmental contamination issue on the Astoria waterfront. Isom considered Thane as a friend. Tienson grew up in Astoria, and he would speak with Isom about local news and rumors. Isom was impressed that Thane had a lot of knowledge about a lot of different topics. Thane will be missed by the Port and by Isom. Commissioner Rohne stated that he appreciated Thane's work and he felt that Thane was always rooting for the Port. It is a sad loss. Commissioner Campbell commented that Thane was supportive of the Port and of Astoria because he was a local. He was a good guy and will be missed.
- Director Isom reminded the Commission that the Clatsop County workshop on February 10th will cover the Enterprise Zone informational meeting plus comments from applicants Buoy Beer and the Scouler Company. The workshop will begin at 530PM.
- Last week, Isom did a radio interview with KMUN's Roger Rocka. It will air on February 8th at 930AM.
- Three Commission seats expire in June of this year. The filing period for candidacy runs February 6th to March 18th.
- Budget season is approaching. On the budget committee, there is one vacant seat plus two appointments that have expired. Information will be on the website on how to apply.
- Staff has been working on items from the marketing proposal. A photographer took staff photos last week and updates are pending on the website. Administrative Services Manager Ella Marion put together a virtual port tour through Google that will also be put on the Port website and on social media. Marion shared the draft of the virtual tour. The tour focuses on each of the Port buildings and properties. It will include information from the Strategic Business Plan, Capital Facilities Plan, the website, and from staff. The tour navigates to each building/property, will show photos, and will include information about recently completed, current, and upcoming projects. The tour ends with an option to go to the Port's website for more information. Marion hopes to have the final draft of this completed by the end of the week, and posted on the website. Commissioner McClaine asked if the Port would know how many people took the virtual tour. There are some visitor analytics available on our Port website, but Marion will verify if there are visitor statistics available through Google.

Upcoming Meeting Dates

- 1) Workshop Session – February 16, 2021 at 4:00 PM
- 2) Regular Session – March 2, 2021 at 4:00 PM

Adjourned

Chairman Rohne adjourned the meeting at 5:00 pm.



APPROVED:

ATTEST:

A handwritten signature in blue ink, appearing to read "Dirk Rohne", written over a horizontal line.

Dirk Rohne, Board Chairman
Board of Commissioners

A handwritten signature in blue ink, appearing to read "Frank A. Spence", written over a horizontal line.

Frank Spence, Secretary
Board of Commissioners

Respectfully submitted by:
Ella Mae C. Marion
Administrative Services Manager

March 2, 2021
Date Approved by Commission