

**MEETING MINUTES  
OCTOBER 07, 2025**

**PORT OF ASTORIA**  
REGULAR SESSION  
COMMISSION CHAMBERS  
422 GATEWAY AVE., SUITE 100  
ASTORIA, OR 97103

**Call to Order**

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

**Roll Call**

Commissioners Present: Robert Stevens; Jim Campbell; Thaddeus Fickel; Dirk Rohne; and Tim Hill.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance and HR Director Melanie Howard; and Office Manager Dianna Delgado.

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

Also Attending: Rob Seitz and Aislin Tweedy of *The Daily Astorian*.

**Pledge of Allegiance**

**Changes/Additions to the agenda**

No changes or additions were made to the agenda.

**Public Comment for items on the agenda**

No public comment was received.

**Consent Calendar**

The Consent Calendar consisted of the following:

- Meeting Minutes – Finance Advisory Committee 8/27/2025; Regular Session 9/2/2025; Airport Advisory Committee 9/8/2025; Workshop Session 9/16/2025.
- Financials – August 2025
- Event Calendar – October 2025

*Commissioner Fickel moved to approve the Consent Calendar as presented. Commissioner Stevens seconded. The motion carried 5-0 amongst the Commissioners present.*

*Votes were as follows: Stevens – Aye, Fickel – Aye, Hill – Aye, Rohne – Aye, Campbell – Aye.*

**Action Items**

**7a. Purchase Vehicles and Equipment – FEMA Alternate Funding Sources Project**

- Deputy Director Matt McGrath presented the action item and referred Commissioners to page 25 of the packet. A vehicle and piece of equipment had been approved for purchase through the FEMA Alternate Funding Sources Project at the last Workshop Session. The items now presented totaled \$283,223.18 and included RFEs #228–234 for the following: a 2022 Toyota Highlander for Administration, a 2025 Ram ProMaster 3500 for the Marina, a GEM e4

enforcement vehicle for Security, a 2019 Ford Flatbed Truck for the Boatyard, a 2025 Chrysler Pacifica for the Airport, a 2017 Hyster Forklift, and a 2025 Ford F-250 for Maintenance. \$738,000 of the \$788,000 available grant funds have been expended, with two additional items to be presented at an upcoming Workshop Session to utilize the remaining balance.

- Executive Director Will Isom stated that much of the existing equipment is aging, and such items often appeared in the initial draft of the annual budget but were later removed. Isom expressed appreciation for the opportunity to apply the grant funds toward these purchases. Because of the timing of purchases and reimbursement processing, the Port's cash flow will be temporarily reduced over the next two months. He met with the Port's banker at Lewis & Clark Bank to discuss the situation.
- Commissioner Thaddeus Fickel inquired about the difference between the amount listed in the packet and the motion. McGrath clarified that the motion amount reflects the final cost after all fees.

Commissioner Stevens moved to approve RFEs 0228-0234 in the total amount of \$283,157.56 for the purchase of equipment and vehicles through the FEMA Alternate Funding Sources Project. Commissioner Hill seconded. The motion carried 5-0 amongst the Commissioners present. Votes were as follows: Stevens – Aye, Fickel – Aye, Hill – Aye, Rohne – Aye, Campbell – Aye.

#### 7b. T-Hangar Rehabilitation – FAA Grant Agreement

- Deputy Director Matt McGrath presented a grant agreement from the Federal Aviation Administration (FAA) for the T-Hangar Rehabilitation Project. Under the agreement, the FAA will fund 95% of allowable costs, and the Oregon Department of Aviation (ODA) will cover the remaining 5%, resulting in no direct cost to the Port. Repairs will be made to A-Row and B-1 hangars.
- Commissioner Stevens asked whether similar repairs could be anticipated in the future. McGrath explained that the plan is to stack Non-Primary Entitlement (NPE) funds and undertake repairs every few years.

Commissioner Fickel moved to approve the FAA Grant Agreement in the total maximum obligation amount of \$318,913 for the T-Hangar Rehabilitation project, as presented. Commissioner Campbell seconded. The motion carried 5-0 amongst the Commissioners present. Votes were as follows: Stevens – Aye, Fickel – Aye, Hill – Aye, Rohne – Aye, Campbell – Aye.

#### **Public Comment for items not on the agenda**

No public comment was received.

#### **Commission Reports**

Commissioner Hill reported on the following:

- Noted that he had been spending most of his time in Portland for personal reasons and apologized for seeming absent at times.

Commissioner Fickel reported on the following:

- Attended the SDAO Ethics Training, which he found informative and helpful in clarifying his role as a commissioner and best practices. He expressed appreciation to the Port for the opportunity to attend.

Commissioner Stevens reported on the following:

- Attended the SDAO training as well and commended Port Counsel Eileen Eakins, who served as the instructor. He remarked that she is very knowledgeable.
- Attended the Oregon Public Ports Association (OPPA) meeting in Astoria and observed that many Ports are facing similar challenges.

- Attended Congresswoman Suzanne Bonamici’s Town Hall and expressed appreciation for the support provided by both her and her assistant, Espen. He also shared updates on the Pier 2 West Rehabilitation Project mitigation application and upcoming permitting needs. Congresswoman Bonamici expressed support and offered assistance as needed.

Commissioner Campbell reported on the following:

- Also attended the OPPA meeting and found it informative.

Commissioner Rohne did not have anything to report.

### **Executive Director Comments**

- Attended the OPPA meeting along with Commissioners Stevens and Campbell. Noted that while Ports differ in structure and operations, many face similar challenges. Due to the diversity of industries and activities within the Port of Astoria, it experiences many of the same issues as larger Ports.
- Reported that members of the Regional Solutions team met at the Port last week to discuss proposed developments at the Port and within the North Coast Business Park. Attendees included representatives from the Governor’s Office, the Department of State Lands (DSL), the Department of Environmental Quality (DEQ), Business Oregon, County Manager, Deputy Manager Monica Steele, and others. The purpose of the meeting was to review project concepts and identify potential issues early in the process.
- Stated that the lease for Param Group will expire on October 31, 2025. An amendment to the contract has been signed, converting it to a month-to-month lease until the building is ready for demolition.
- Noted that the last cruise ship of the year will arrive on October 14.
- Reported that the Port has been working with Astoria High School on a beautification project on Pier 1, led by Stacy Bandy in collaboration with the school’s art teacher.

### **Upcoming Meeting Dates**

- Workshop Session – October 21, 2025, at 4:00 PM
- Regular Session – November 4, 2025, at 4:00 PM

### **Adjourned**

Chairman Rohne adjourned the meeting at 4:23 PM.

**APPROVED:**



Dirk Rohne, Board Chairman  
Board of Commissioners

**ATTEST:**



Thaddeus Fickel, Secretary  
Board of Commissioners

Respectfully submitted by:  
Dianna Delgado  
Office Manager

November 4, 2025

Date Approved by Commission