

**MEETING MINUTES  
OCTOBER 21, 2025**

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

**Call to Order**

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

**Roll Call**

**Commissioners Present:** Robert Stevens; Thaddeus Fickel; Dirk Rohne; James Campbell. Tim Hill was absent.

**Staff Present:** Executive Director Will Isom; Deputy Director Matt McGrath; Director of Maintenance Joe Tadei; Office Manager Dianna Delgado.

**Port Counsel:** Eileen Eakins was not present.

**Also Attending:** Finance Advisory Committee members: David Oser, Steve Kraske, John Lansing, Mike Rissman, and Aislin Tweedy of *The Daily Astorian*.

**Pledge of Allegiance**

**Changes/Additions to the Agenda**

No changes were made to the agenda.

**Public Comment**

No public comment was received.

**Action Items**

**6a. Purchase Vehicles and Equipment – FEMA Alternate Funding Sources Project**

Deputy Director Matt McGrath presented the final two pieces of equipment to be purchased through the FEMA Alternate Funding Sources Project. The items include a John Deere brush cutter for \$14,556.55 and a forklift for the Boatyard for \$25,500.00.

*Commissioner Fickel moved to approve RFEs #0236 and #0237, in the total amount of \$40,056.55 for the purchase of equipment through the FEMA Alternate Funding Sources Project. Commissioner Stevens seconded. The motion carried 4-0 amongst the Commissioners present. Votes were as follows: Stevens – Aye, Fickel – Aye, Rohne – Aye, Campbell – Aye.*

**6b. RFE #0235 – Pier 1 Face Pile Inspection**

An inspection of the steel piles on the face of Pier 1 has not been conducted in over eleven years. The request presented would allow the Port to contract Bergerson Construction to perform an ultrasonic inspection of the piles, including testing above and below water, as well as beneath the

deck. The inspection will be conducted using ultrasonic equipment to assess all piles without testing each one individually.

Executive Director Will Isom noted that cruise lines often request the most recent inspection reports. Updating the inspection will benefit both future development and current operations. Commissioner Campbell raised concerns that the inspection may not be possible as planned due to the piles being rebarred with concrete and requested that the as-built drawings be reviewed and that Bergerson Construction's scope of work be revised accordingly. Director of Maintenance Joe Tadei explained that he has consulted with Bergerson Construction to confirm that the piles can be inspected using their equipment, and the inspection will be adjusted as needed.

Commissioner Campbell moved to place the action item on hold until additional information is received. The motion died for lack of a second.

Commissioner Rohne moved to approve RFE #0235 for the Pier 1 Face Pile Inspection with Bergerson Construction in the amount of \$35,807.00. Commissioner Stevens seconded. The motion carried 4-0 amongst the Commissioners present.

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

#### 6c. Boatyard Expansion Phase I Engineering Services – Contract Approval

Six proposals were received for the project, and two firms were selected for interviews. Proposal evaluations considered criteria such as experience, prior expertise with similar projects, schedule, foundation type, and, as a final contingency, price. CIDA submitted the lowest-cost proposal. The contract award will formalize the agreement with CIDA; however, no payment or work will begin until project funding has been secured. McGrath noted that funding options are currently being explored.

Commissioner Stevens inquired about how the Port is balancing priorities between the Airport Industrial Park improvements and the Boatyard expansion. McGrath explained that prioritization is influenced by the County's support and the secured funding for the Airport Industrial Park Development Project.

Isom emphasized that Pier 2 remains a top priority and publicly commended Finance & HR Director Melanie Howard for her diligent work in maintaining the Port's strong financial position despite significant recent purchases and expenditures.

Commissioner Stevens moved to approve the contract between CIDA and the Port of Astoria for Boatyard Expansion Phase I Engineering Services in the amount of \$609,774. Commissioner Campbell seconded. The motion carried 4-0 amongst the Commissioners present.

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

#### 6d. ODAV Grant Agreement – AST Terminal Building Improvements

McGrath explained that the Oregon Department of Aviation (ODAV) grant will fund improvements to the AST Terminal Building. To provide context, McGrath noted that a Request for Proposals (RFP) was issued, but only one response was received, and the submitted proposal exceeded the project's budgeted amount. The Port will issue an Invitation to Bid (ITB) later this year for the same project, with construction anticipated to begin in spring 2026.

Commissioner Fickel moved to approve the grant agreement between ODAV and the Port of Astoria for AST Terminal Building Improvements in the amount of \$143,775. Commissioner Stevens seconded. The motion carried 4-0 amongst the Commissioners present.

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

#### 6e. Task Order No. 9 – Precision Approach Engineering for T-Hangar Rehabilitation Project

The agreement outlines engineering costs by Precision Approach Engineering (PAE) for the T-Hangar Rehabilitation Project, which will be fully covered by the Federal Aviation Administration

(FAA). The work and associated costs have already been approved by the FAA, meaning no financial contribution from the Port will be required.

*Commissioner Campbell moved to retroactively approve Task Number 9 with Precision Approach Engineering for the T-Hangar Rehabilitation project in the amount of \$87,200. Commissioner Fickel seconded. The motion carried 4-0 amongst the Commissioners present.*

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

### **Commission Comments**

Commissioner Campbell did not have any comments.

Commissioner Stevens commented on the following:

- Noted that Port meetings have not been listed in the classifieds section of *The Daily Astorian* recently.

Commissioner Fickel commented on the following:

- Shared that through his business, he meets many visitors who come to Astoria for extended stays. He mentioned one of his favorite local events is coming up, “Talking Tombstones,” taking place on Sunday from 1–4 PM. At this event, participants portray the deceased and tell their life stories.

Commissioner Rohne did not have any comments.

### **Executive Director Comments**

- Noted that although the agenda lists a Finance Committee meeting on November 7th, the meeting has not been confirmed and will be postponed to a later date.

### **Upcoming Meeting Dates**

- Regular Session – November 4, 2025, at 4:00 PM
- Workshop Session – November 18, 2025, at 4:00 PM

### **Adjourned:**

Chairman Rohne adjourned the meeting at 4:30 PM.

**APPROVED:**

**ATTEST:**



Dirk Rohne, Board Chairman  
Board of Commissioners



Thaddeus Fickel, Secretary  
Board of Commissioners

Respectfully submitted by:  
Dianna Delgado  
Office Manager

November 4, 2025

Date Approved by Commission