



APPROVED 7/23/24

MINUTES

POTB BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

PORT OFFICE, 4000 BLIMP BLVD., TILLAMOOK – CONFERENCE ROOM

JUNE 20, 2024 AT 6:00 P.M.

- 1) Call to Order @ 6:01 p.m.
Recognition of Persons Present: Commissioners Jack Mulder, Sierra Lauder, Kevin Stoecker and (on Zoom) Bill Baertlein. Matt Mumford absent.
Port Staff: General Manager Michele Bradley, Pami Boomer, Rita Welch, and Margaret Amick
Paul Nesbit – Chenega Supply Chain Solutions, LLC.
Will Chappell (on Zoom) – Headlight Herald
Public: Linda McMurphy, Ron McMurphy, Pat Abel, and Tim Juarez

Public Comment for Items Not on the Agenda – Tim Juarez presented his concerns as a Brickyard Road resident regarding the impact of the proposed purchase and development of land on the corner of Long Prairie Road and Brickyard Road by Zwald Transport. He said the proposed use of the land would be a huge change from the current agricultural use, impacting the livability of the area and therefore the property values, so he requested moving the property line 300 feet west of the corner to serve as a buffer for the neighbors. Tim asked if the trucks would be accessing the property from Brickyard and was told that Long Prairie is the designated truck route. Michele said that she has spoken with Heather Zwald and Heather is willing to meet with the property owners to discuss their concerns.

Pat Abel told the board that salmon spawn in Mill Creek and he is concerned about runoff from the operations contaminating the water. Sierra said that the developer has to meet all the DEQ and Fish & Wildlife regulations regarding water quality. Pat asked why Zwald Transport couldn't be located on the developed part of the Port. Sierra explained that the board had created a Future Land Use Plan that prioritizes keeping the majority of the Port intact for leases. They determined that the best and highest use for the corner of Long Prairie Road and Brickyard Road is for larger industrial development. The purchaser works with Long Prairie Water District and PUD for utilities and constructs their own wastewater and stormwater disposal systems since the Port's lagoons don't connect with that area. That way the Port can fulfill its obligation to the community to provide opportunities for industrial development without taking on additional debt of its own. Tim asked about possibly

purchasing the 300 feet of buffer area and Michele said that would be something for him to talk to Heather about.

- 2) Paul Nesbitt from Chenega Supply Chain Solutions, LLC. spoke of the ODOT Strengthening Mobility and Revolutionizing Transportation (SMART) Grant Program which funds projects sponsored by specified public entities. Projects will be focused on advanced smart community technologies and systems that improve transportation safety and efficiency. The grants have two stages: Stage 1 funds Planning and Prototyping, and Stage 2 funds Expansion. Paul pointed out the SMART Grant would supplement state level grants for Food Hubs by addressing the transportation and distribution needs of the members in getting their products to consumers. He said that a SMART Grant would fund transportation related areas such as coordinated automation, connected vehicles, sensors, systems integration, delivery/logistics, and smart grid. He believes that the Agricultural Hub at POTB project proposed by the Partners for Rural Food Systems (PRFS) would fit perfectly with the criteria used for awarding the grants. The Agricultural Hub would be constructed next to the Officers Mess Hall and would contain a commercial kitchen and baking center, a canning and packaging area, cold storage, blast freezer, dry storage, dehydration equipment, and other support facilities and services for small businesses to add value to their products. Paul proposes that POTB serve as Team Lead in a partnership with assorted industry, labor, academia, nonprofits, and local small businesses with Chenega Supply Chain Solutions serving as Project Lead. As Team Lead, the Port would submit the grant application on the USDOT SMART grant online portal prior to the deadline of July 12, 2024. If approved, the Port will receive the award from USDOT, oversee the administration and management of the funds and accountabilities, and either hire or outsource grant funded personnel to administer and manage the grant. The board reached a consensus to have staff apply for a USDOT SMART grant.
- 3) Second Reading and Hearing; Discussion and Consideration of POTB Ordinance #9 Regulating Stormwater Pollution; Prescribing Charges, Rates, and Fees; and Establishing Penalties for Non-compliance. Sierra read the second reading, and during discussion Jack suggested adding discharges from roof gutters to Section #4, Item j. **Jack moved to approve POTB Ordinance #9 Regulating Stormwater Pollution; Prescribing Charges, Rates, and Fees; and Establishing Penalties for Non-compliance with the addition of discharges from roof gutters to Section #4, Item j. Kevin seconded and the motion passed 4-0, Matt absent.**
- 4) Discussion and Consideration of POTB Resolution #9, Setting Fees for the Stormwater Utility System Ordinance as Exhibit A. **Kevin moved to approve POTB Resolution #9, Setting Fees for the Stormwater Utility System Ordinance as Exhibit A. Jack seconded and the motion passed 4 – 0, Matt absent.**
- 5) Consent Agenda
 - a) Minutes for May 15, 2024 Regular Meeting
 - b) Lease Order #24-17 N222YZ, LLC; Hangar #19; Aircraft Storage; mo. to mo.
 - c) Lease Order #24-18 Kevin Bennett; Hangar #15; Aircraft Storage; mo. to mo.
 - d) Lease Order #24-19 V & R Aviation, LLC; Hangar #18; Aircraft Storage mo. to mo.
 - e) Lease Order #24-20 V & R Aviation, LLC; Hangar #4; Aircraft Storage mo. to mo.

Bill moved to approve the Consent Agenda as presented, Kevin seconded and the motion passed 4-0, Matt absent.

- 6) Air Museum Director Report – Rita Welch reported that attendance numbers are up from last year and have been increasing every year. The restored A4 will be on the float in the June Dairy Parade. A group of aircraft enthusiasts from the United Kingdom visited the museum and arranged with Rita and Christian to open the cockpit of the F14 that has been stuck closed since the museum acquired it. The hobbyists restore aircraft back in the UK and have experience with the F14. They knew of an alternative method of opening the cockpit while avoiding setting off the ejection seat. Now visitors can get a closer look at the controls of the fighter jet. The conversations with the Kapla group revealed there was a complication with the workers being unable to get work visas to set up the performance. They were able to find the solution of being designated as volunteers and not requiring work visas. The replacement doors to the museum are installed but the ADA mechanisms won't be completed until the end of July. Hearing loops have been installed at the front desk at the museum. They improve the clarity of sound for hearing aid wearers by reducing or eliminating background noise in loud or echoing areas. Response has been positive from visitors, and staff say the system is easy for them to use.
- 7) Office Administrator Report – Pami Boomer
- a) Capital outlay is higher due to improvements to Suite #380 in Bldg. #19 – will be reimbursed by tenant. New gate access will be installed at the pilots' gate at the airport – they will be given identifiable fobs or cards and will be charged for replacements if lost. There will probably be \$300,000 to set aside to carry over into the next year for capital projects.
 - b) Financials – everything is on target, expense wise June has been really good. Bill asked whether Oregon Coast Scenic Railroad has caught up on their account. Pami said they are supposed to be almost caught up by the end of June with a big check this next week. She will reach out to them and let the board know when she hears back. Bill asked whether the negotiations on the new lease should be delayed until their account is caught up and Michele said that she thinks it should wait. Bill said he would like to have an Executive Session to discuss the OCSR lease to work out the board's requirements before having the negotiations. Michele said she still hasn't heard anything from Tillamook Lightwave about the assessment. The Port has hired a maintenance person, another is scheduled to start next week and added a Visitor Services Representative at the museum.
- 8) Manager's Written Report and Discussion - Michele provided the agenda for the Statewide Transportation Safety and Sustainability Tour she attended on June 18 and gave a summary of where they went and what was discussed.

Michele updated the board on the new BLM building, with photos.

She reported on congressionally directed spending funds that are in line to be awarded - \$1,000,000 to the Salmonberry Trail Foundation and \$960,000 to the Port for its wastewater outfall.

The electric vehicle chargers are scheduled to be installed on the Port early in July.

One of Stimson's water meters will be replaced in July.

- 9) Board Updates and Written Reports – Kevin reported that FOTAM will be hosting a picnic at Hangar B on the 4th of July from 11:00 a.m. through 2:00 p.m. with free hot dogs and drinks, games, and a raffle. They are currently without a secretary and will be appointing one soon. They will also man a booth at the Tillamook County Fair in August.
- 10) Communications
 - a) Port Offices closed Wednesday, June 19 for the Juneteenth holiday.
 - b) Port Offices closed Thursday, July 4 for the holiday.
 - c) **Board meeting: Tuesday, July 23, 2024 board meeting, 6:00 pm**
 - d) Board meeting: Wednesday, August 21, 2024, 6:00 pm
 - e) Port Offices closed Monday September 2 for Labor Day.
 - f) Board meeting: Wednesday, September 18, 2024, 6:00 pm
- 11) Recessed the Regular Meeting and entered Executive Session @ 8:01 p.m. per ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Ended Executive Session and reentered Regular Meeting @ 8:43 p.m.
- 12) Adjourned @ 8:44 p.m.