

**PORT OF GARIBALDI
MINUTES OF MEETING
FEBRUARY 24, 2010**

OPEN REGULAR MEETING

The **regular meeting** of the Port of Garibaldi was called to order at 7:00 p.m. by President Valerie Folkema in the Bay City City Hall.

Commissioners present: Mary Sause, John Luquette, Bob Browning, Sarah Absher, Valerie Folkema

Staff present: Kevin Greenwood, Jessi Lothman, Chris Miller
Visitors: Joe Wrabek, James Jensen, Sr., Paul Daniels, John Blackburn, Marshall Doak

MINUTES OF PREVIOUS MEETING

Minutes of the regular meeting of January 20, 2010 were reviewed. Motion by Sause, seconded by Browning, to approve minutes of previous meeting of January 20, 2010. Motion carried 5 - 0.

FINANCIAL REPORT

Motion by Luquette, seconded by Sause, to approve the January 2010 financial reports and payment of bills. Motion carried 5 - 0.

PUBLIC CONCERNS

Mr. Daniels asked the commission to be mindful of the rising cost of doing business as they set out to prepare the budget over the coming months.

Mr. Blackburn asked about the status of the Economic Development Council of Tillamook County (EDCTC), and if they were available to help gather data for the Tillamook South Jetty. Mr. Blackburn would like to help from the Port commission, in addition to the current lobbying for lengthening the South jetty, to get the depth of the entrance and inside the jaws dredged to be more in line with other bay entrances. Folkema suggested that the OPPA may be a good source for Mr. Blackburn. Folkema thanked Mr. Blackburn for his volunteer work and time dedicated.

NEW BUSINESS

APPROVAL OF AMMENDMENT NO. 3 TO THE INTERGOVERNMENTAL AGREEMENT CREATING THE ECONOMIC DEVELOPMENT COUNCIL OF TILLAMOOK COUNTY (EDCTC)

EDCTC is adding an ear-marked position on the board for the President of the college. The goal of EDCTC is to align with the Small Business Development Council. All 13 members must sign that they are in agreement with this change.

Motion by Sause, seconded by Absher, to approve amendment No. 3 to the Intergovernmental Agreement Creating the Economic Development Council of Tillamook County. Motion carries 5-0. Doak presented a picture found at EDCTC to the Port for safekeeping.

PARCEL 16 - HARBORVIEW INN ADDENDUM TO ALLOW MONTHLY PAYMENTS

Greenwood stated that the Commissioners will see more of the addendums to leases to allow for monthly payments. Mr. Bouchard is not a registered agent with the state. Browning stated that Mr. Bouchard needs to be the registered agent before the commission changes the lease for them. Mr. Bouchard wants to have the lease lengthened to fifty (50) years. Greenwood stated that two companies are listed in conjunction with the lease. Motion by Sause, seconded by Browning, to table the issue until the registered agent is determined. Motion carries 5-0.

AWARD BID TO SHELDON EXCAVATING (\$5,950) TO IMPROVE TRANSIENT MOORAGE PARKING LOT AND APPLY FOR OSMB SMALL PROJECTS GRANT (\$5,950)

The Port received a bid from Sheldon Excavating to improve parking lot off of Jerry Creasy Drive. Thomas found an OSMB grant opportunity, which will cover the cost of the improvements. The Port was awarded the grant funds, but has not accepted the funds yet. OSMB wants a signed agreement to make sure that the parking does not disappear in coming years. Browning declared that the new owner of Sheldon Excavating is a distant relative. Motion by Sause, seconded by Luquette, to award bid to Sheldon Excavating and apply for OSMB Small Projects grant. Motion carries 5-0.

APPLY FOR SDAO SAFETY AND SECURITY GRANT (\$3,000) TO INSTALL AND FIX PORT CAMERA SYSTEM (\$11,073)

Staff applied for the SDAO Safety and Security grant (\$3,000). Greenwood stated that we need to budget for the next fiscal year for cameras. The Port can hold off on receiving the funds until the end of year. Luquette made

comment that the install costs were sky high. Lothman said that staff is seeking other bids. Greenwood stated that the cameras have been effective for local enforcement agencies. Greenwood will make a list of projects that the Port has coming up so that the Commissioners can prioritize them as they see fit. The commission thanked Luquette for the time spent working on Port technology.

APPLY FOR TILLAMOOK PUD GRANT (\$10,000) TO INSTALL GATEWAY SIGN

Special workshop scheduled for 5:30pm on March 10th before the regular meeting on March 10th to discuss gateway sign and to review budget priorities.

OLD BUSINESS

RESOLUTION SETTING RATES, FEES, AND CHARGES

Folkema stated that she had read over the resolution and felt that it was well-vetted. Browning said that the consensus among the commercial fishermen was that they knew the rates had to go up, but they would like to see improvements to their dock. Browning and Luquette declared they lease slips with the Port, in case of conflict. Greenwood stated that it was more of a class of people that the rate increase affects, not just one or two people. Motion by Sause, seconded by Absher, to approve a resolution setting rates, fees, and charges. Motion carries 5-0.

REVIEW OF MANAGER'S ANNUAL EVALUATION PROCESS

Greenwood stated that this agenda item is important for the public to note the process the board goes through in evaluating their manager. Sause said that Greenwood hit on good points in the evaluation. Greenwood announced that after this meeting the Commission would go into Executive Session to review each commissioner's evaluation. Greenwood will write a summary of the evaluations for discussion at the executive session before the March meeting. Also any adjustment to salary or benefits would occur during the evaluation process and would serve as a recommendation to the budget committee. Employee evaluations are to be done in March. Folkema noted that the evaluations are a precursor to the budget process.

PARCEL 20

The Commission added a request by Mr. Daniels to bring up the leasing of Parcel 20 for gear storage, and the use of power and water. Mr. Daniels would like to pay monthly and have a year-to-year lease. He noted that it is not the highest, best use for the property, but that it would bring in income for the Port. Discussion about following current port practice regarding storage yards. Motion by Sause, seconded by Browning, to give Manager permission to move forward in creating a lease with Mr. Daniels and to sign on the commission's behalf. Motion carried 5 - 0.

COMMISSIONERS CONCERNS AND REPORTS

COMMISSIONER ABSHER

Thanked Sause for the letters she had written. Absher expressed an interest in hearing more about Greenwood's trip to Washington D.C., especially about the wave energy proposal.

COMMISSIONER FOLKEMA

Folkema noted that Nancy Fitzpatrick, head of the Salmon Commission, is asking for support with the (CROOS) project. This project is to verify the presence/absence of Sacramento fish on the Oregon Coast. Browning stated that a fisherman had caught a Sacramento fish just off of Bandon, OR and landed it into Garibaldi and that is why the salmon seasons have been cut short. Motion by Sause, seconded by Browning, to write a letter of support for CROOS funding. Motion carried 5 - 0.

COMMISSIONER SAUSE

Sause attended a FACT meeting and there was concern over the wattage/voltage from the energy harvesting being at 200 megawatts, they had heard that it would be much less. The stated voltage would make it harmful for wildlife.

Sause would like to see a sub-committee formed to take some of the load off of the manager and office staff. Absher stated with her event planning background she would be open to helping with a sub-committee. Folkema stated that she would like to see it be a three person committee including one office staff member. Greenwood offered his services. Motion by Browning, seconded by Luquette, to form a sub-committee for the Port's 100th Year Anniversary. Motion carried 5 - 0. Absher and Greenwood will meet on Feb. 26 to review plans.

COMMISSIONER LUQUETTE

Luquette clarified that the wattage discussed was 10 megawatts at the TIDE meetings not 200mw. The Norwegian company is moving forward to apply for feasibility grants. Luquette will keep the commission informed on the TIDE activities. TIDE is re-submitting RFP's and including all energy producing options. Browning noted that Tillamook County is standing behind the fishermen.

STAFF REPORTS

MAINTENANCE SUPERVISOR'S REPORT - CHRIS MILLER

Miller (in for the vacationing David Olson) reported that the crew built a whole new dock on the end of Commercial, and a gangway. They had a problem with a pump-out station and have been able to fix that. There was a rail on the launch ramp that someone hit, that has been fixed. The crew just pumped out the floating heads, they are getting them ready for the visit from the Hawaiian Chieftain.

OFFICE MANAGER'S REPORT - JESSI LOTHMAN

Lothman reported that the Port has gone through the process to change from Sterling Savings to Bank of Astoria. There has been a lot of paperwork, but it's finally done. The Port is also moving the LGIP account to Bank of Astoria, they have agreed to match LGIP's interest and will not charge the fees that LGIP does. February has been a busy month. Betty Thomas is out of town to help family in California.

MANAGER REPORT

PARCEL 6 - TILLAMOOK BAY NATIONAL ESTUARY PARTNERSHIP (TBNEP) RENEWAL

Manager noted that he had talked to the NEP manager and that they agreed to a 3% increase annually for two years. Absher felt that the NEP's rate is too highly subsidized by the Port and that she'd push for a higher lease. Greenwood noted that the Port provides an in-kind match that allows the NEP to show significant local contribution for the program. Folkema stated that the value of the lease has to go up if they keep the lease. It was noted that the Commission had approved a resolution of lowering the lease amount to 7.5% of appraised value for the hospital (as opposed to 10%). There was consensus among the commission

to press the NEP for a more significant lease payment in line with port policies.

WASHINGTON D.C. TRIP - WAVE ENERGY

Manager noted that the wave energy program won't be Port driven, but it is a topic that everyone is interested in and the Port certainly has industrial space available for maintenance and construction. There are monies out there for feasibility studies and Wave Energy LLC is working to get as much funding as possible. Greenwood is holding off reducing the lobbying fees in next year's budget and will adjust spending based upon results. The Port won't know until September at the earliest and perhaps as late as November as to the result.

CAROL BROWN - TLC

Carol Brown, TLC Vice President, asked the Port to write a letter of support allowing credit unions to compete with commercial banks. Browning noted concern. Consensus was to not write a letter as the issue does not directly affect Port business.

BIG G ROCK

The rock commemorating the public's support for the Big G will be 7-foot tall and located to the north of the launch ramp. More info coming next month.

PROJECT ASSISTANCE - OREGON YOUTH EMPLOYMENT INITIATIVE

Manager received an email from OYEI soliciting requests for projects. Four students and a foreman totaling 1600 hrs. could come to the Port and complete projects. Program is funded through economic stimulus dollars. Greenwood needs to talk to Olson regarding his project docket.

PARCEL 22 - TILLAMOOK BAY BOATHOUSE SIDING PROJECT

Manager noted that only three contractors showed up for the pre-bid meeting. Greenwood said that it was a good process as the engineer, city, county, and Mr. Peake were there and gave good input. Engineer will go back and make an addendum. The Port board will award the bid on March 24th.

EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i)-PERFORMANCE EVALUATIONS OF PUBLIC OFFICERS AND EMPLOYEES

President Folkema read the appropriate statute before entering into executive session to conduct the annual performance evaluation of the manager. No decisions were made during executive session.

ADJOURNED

The Commission re-entered the regular meeting and adjourned at 10:41 p.m.

Respectfully Submitted,

Val Folkema, President

ATTEST:

Robert Browning, Secretary/Treasurer