



**MEETING MINUTES
MAY 2, 2023**

PORT OF ASTORIA
REGULAR SESSION
PIER ONE BUILDING
#10 PIER 1, SUITE 209
ASTORIA, OR 97103

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.

*Commissioner Campbell joined via teleconference.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance, HR, and Business Services Manager Melanie Howard; Director of Maintenance Joe Tadei; and Executive Assistant/Administrative Coordinator Stacy Bandy.

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

Pledge of Allegiance

Commission Reports:

Commissioner McClaine had nothing to report.

Commissioner Stevens reported on the following:

- It is budget season in Clatsop County. Timber revenues are a big concern. The Sheriff's office is proposing three different budgets due to the expected drop in timber revenues.
- Attended the American Association of University Women (AAUW) Astoria Branch candidate forum hosted in collaboration with Clatsop Community College (CCC). There were longshoremen in attendance with questions concerning cargo operations at the Port.
- Attended the Clatsop Community College Share the Magic fundraising event.

Commissioner Campbell had nothing to report.

Commissioner Rohne reported on the following:

- Made a contribution to the CCC Foundation auction.

Commissioner Spence reported on the following:

- Would like to compliment Port Grant Writer Shane Jensen. The 30-page grant application submitted for the rehabilitation of Pier 2 West in the amount of 25 million dollars was thorough and comprehensive. Suggest that copies be sent to Senate representatives.
- Virtually attended the City of Astoria City Council sitting as the City of Astoria Development Commission. The purpose of the meeting was to consider an extension of the city's contract with consultants Walker Macy; the council approved an extension to June of 2024.
- Virtually attended the League of Oregon Cities meeting. They are considering an

extension of the Enterprise zone, which is set to expire either this year or next year. If approved, the extension will be for either five or fifteen years.

- Inquires as to the status of the Tide Gate Feasibility Study listed on the FY 2022-23 capital projects list. Executive Director Isom answers that the City of Warrenton and the Port recently had a meeting to discuss this project and jurisdictional issues. For the complete discussion, please see meeting audio.
- Would like to include a capital projects status report on the next meeting agenda. Executive Director Isom answers that capital projects will be discussed at the upcoming Budget Committee meeting, Commissioners are also welcome to meet with the Executive Director individually to give an exhaustive update, or it can be listed as an advisory item at the workshop session; it is up to the Commission. Commissioner Rohne suggests Commissioners can meet with the Executive Director if they still have questions after the budget meetings.

Changes/Additions to the Agenda:

There were no changes or additions to the agenda.

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 – 03/15/2023 Finance Committee Meeting Minutes
- Financials – March 2023
- Event Calendar – May 2023

Commissioner Spence requests to pull the Event Calendar from the Consent Calendar. Spence notes that the Budget Committee meetings are at 1 pm and not the 12 pm time listed on the Event Calendar.

Commissioner Spence moved to approve the meeting minutes of the 03/15/2023 Finance Committee meeting and the March Financials as presented. Commissioner Stevens seconded. The motion carried 5-0 amongst the Commissioners present.

Commissioner Spence moved to approve the May Event Calendar as amended. Commissioner McClaine seconded. The motion carried 5-0 amongst the Commissioners present.

Action Items:

9a. Request for Expenditure #0141 West Mooring Basin Asphalt

Deputy Director McGrath refers to the Request for Expenditure (RFE) on page 14 of the packet. This expenditure is a follow-up to the RFE approved in the last meeting for an additional Ven-Tek parking meter. The Port is planning to pave the lot at the base of the Cannery Pier Hotel. McGrath refers to the bid summary on page 15. The Port would like to contract with Bayview Asphalt as they are an established entity, and the lot is in a high visibility area. Isom comments that he had a discussion with Port Council, Eileen Eakins, concerning the Port's decision to choose the more qualified bidder rather than the lowest cost bid; Eakins confirmed that this is allowable. McGrath asks the Commission if they have any questions.

- Commissioner Campbell inquires if Olson has any experience with asphalt. McGrath explains that Olson has typically done striping for the Port and has taken over a business including asphalt and construction projects. As the lot is in such a high-profile area, the choice was to choose an experienced contractor. Campbell adds that he understands the

Bayview Asphalt does excellent work, but this is something to be careful about as the bid prices are so different.

- Commissioner Stevens asks staff to elaborate more on the decision to choose Bayview Asphalt. Isom explains that procedurally, due to the dollar amount, this type of expenditure falls under informal bidding. The requirement for the Port is to solicit informal bids. The Port can consider other factors besides price when evaluating bids. For the full discussion, please see the meeting audio.

Commissioner McClaine moved to approve the Request for Expenditure #0141 West Mooring Basin Asphalt in the amount of \$32,356. Commissioner Spence seconded.

The roll call vote occurred as follows:

Commissioner McClaine: Yes.

Commissioner Spence: Yes.

Commissioner Stevens: No.

Commissioner Campbell: No.

Commissioner Rohne: Yes.

The motion carried 3-2 amongst the Commissioners present.

Public Comment for items not on the agenda:

There were no requests for public comment.

Executive Director Comments:

- Spring is the busiest time at the Port. In the next three days, there are four ocean-going vessels scheduled to visit the Port as well as river boats.
- The Port Infrastructure Development Grant (PIPD) grant was submitted. Port grant writer Shane Jenson and Matt McGrath have been working on the grant for quite some time. The document that Isom sent the Commission last Friday was just the narrative for the grant the actual grant application was much larger. The total request is 25.3 million dollars. The port is exploring many avenues to get the project funded, including requests at the state and federal levels.
- Received a call from Representative Bonamici informing the Port that the Community Funding Request for the Rehabilitation of Pier 2 West is on her priority list.
- Had a discussion with Senator Weber's office this morning concerning the Sunset Empire Transportation District. Weber, along with the governor's office, is working with the transport district to find a solution and get buses running.
- There will be a shipment of windmill blades coming to the Port on Friday. Six blades will be offloaded onto a barge. The ship is expected to stay for several days.
- Commissioner McClaine inquires if the longshore will be involved with the blade vessel. Isom answers that yes, longshore will be involved.
- Commissioner Spence adds that last night was the last City of Astoria meeting with Meg Leatherman.

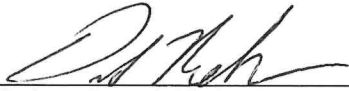
Upcoming Meeting Dates:

- Budget Committee Meeting – May 10, 2023 at 1:00 PM
- Workshop Session – May 16, 2023 at 4:00 PM
- Budget Committee Meeting – May 24, 2023 at 1:00 PM

Adjourned:

Chairman Rohne adjourned the meeting at 4:37 PM.

APPROVED:



Dirk Rohne, Board Chairman
Board of Commissioners

ATTEST:



Frank R. Spence, Secretary
Board of Commissioners

Respectfully submitted by:
Stacy Bandy
Executive Assistant – Administrative Coordinator

June 06, 2023

Date Approved by Commission