

**MEETING MINUTES
SEPTEMBER 03, 2024**

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

Call to Order

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

Roll Call

Commissioners Present: Robert Stevens; Frank Spence; Jim Campbell; Tim Hill; and Dirk Rohne.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; Finance & HR Director Melanie Howard; Executive Assistant Dianna Delgado.

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

Also Attending: Rebecca Norden-Bright of *The Astorian*.

Pledge of Allegiance

Commission Reports

Commissioner Campbell reported on the following:

Attended the Airport Open House and Fly-In (AOH) at the Astoria Regional Airport on August 24th. Despite less favorable weather and multiple events taking place in nearby cities, the event was a success, although attendance was lower than at the 2023 AOH. Also, sixty young children were introduced to flying through the Experimental Aircraft Association's (EAA) Young Pilots Program.

Commissioner Rhone reported on the following:

Attended the AOH and noted that it was an excellent event.

Commissioner Spence did not have anything to report.

Commissioner Hill reported on the following:

Attended the AOH for the first time and had a positive experience. There were many activities of interest, and the event was well attended. Overall, very impressed.

Commissioner Stevens reported on the following:

- Echoed the positive comments regarding the AOH. Sixty Young Eagles had their first experience in the process of obtaining a pilot's license, with over half of the participants being female. The event provided excellent exposure for the Port.
- Currently working on forming an Ad Hoc Committee following discussions with former State Senator Betsy Johnson who has made recommendations for potential members. The goal of the committee is to raise community awareness and encourage senators and representatives to engage with the Director of Customs regarding the new Customs and Border Protection (CBP) passenger processing procedures.

Changes/Additions to the Agenda

There were no changes 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 – Regular Session 7/2/2024; Workshop Session 7/26/2024
- Financials – July 2024 Estimated
- Event Calendar – September 2024

Commissioner Campbell moved to approve the consent calendar as presented. Commissioner Spence seconded. The motion carried 5-0 amongst the Commissioners present.

Action Items:**8a. Airport Hangar Purchase**

Executive Director Will Isom presented a bill of sale and sale agreement to the Commission for approval. The agreement is for the purchase of a hangar at the Airport for \$300,000. If approved, the sale is expected to close within 30 days. The acquisition of this hangar will provide additional leasing opportunities for the Port. Commissioner Dirk Rohne noted that the land on which the hangar is located is owned by the Port of Astoria and is currently leased to the building's owner under an existing agreement.

Commissioner Rhone moved to approve the Airport Hangar Purchase. Commissioner Campbell seconded. The motion carried 5-0 amongst the Commissioners present.

8b. ITB FY 2024-25 West Basin Marina Pile Replacement

Deputy Director Matt McGrath explained that the Pile Replacement project at the West Basin Marina was initially projected to be completed over three years, with 25 piles replaced each year. The Port had budgeted \$250,000 for this project. However, Bergerson Construction's pricing gives the Port the opportunity to replace 39 piles at a total cost of \$250,950, allowing the project to be completed in two years instead of the estimated three. This approach will also help reduce mobilization costs.

Commissioner Rhone moved to approve the Contract with Bergerson Construction to Replace 39 Piles at the Cost of \$250,950. Commissioner Spence seconded. The motion carried 5-0 amongst the Commissioners present.

Public Comment for items not on the agenda:

There were no public comments.

Executive Director Comments:

- A thank you was extended to everyone involved in making the AOH event a success. Special recognition was given to the contributions of former Port employee John Raichl and the Port Commissioners, who assisted in the event planning. Over the past week, positive feedback has been received regarding the AOH and the variety of activities offered.
- A log ship is scheduled to arrive at the Port on September 4th to load logs for export at Pier 1.
- Since the last Commission meeting, significant progress has been made in securing support from local businesses and political leaders for the letter to be sent to CBP regarding the new passenger processing procedures. Only two signatures remain before the letter can be finalized and sent. Responses have been received from Senator Wyden's and Congresswoman

Bonamici's offices. Congresswoman Bonamici has expressed concern and frustration regarding the issue.

- Collaboration has been ongoing with former Senator Johnson and Commissioner Stevens to establish an Ad Hoc Committee focused on addressing the issues related to CBP processing procedures. Senator Johnson provided recommendations for committee members and entities that should be represented. The first meeting is tentatively scheduled for September 12th.
- Gustavo Guerrero, from Senator Merkley's office, is scheduled to visit the Port on September 11th.
- TKW Auditors completed the first phase of their annual audit at the Port during the week of August 26th. The second phase is scheduled for Tuesday, September 10th. Upon completion of the audit, the Port will finalize the year-end statements and issue reports in October.
- The Port has welcomed Katie Brown as a new part-time administrative assistant. Brown will be working closely with Executive Assistant Dianna Delgado to handle daily tasks, allowing Delgado to focus on other Port projects.

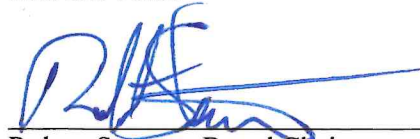
Upcoming Meeting Dates:

- Workshop Session – September 17, 2024 at 4:00 PM
- Regular Session – October 1, 2024 at 4:00 PM

Adjourned:

Chairman Stevens adjourned the meeting at 4:24 PM.

APPROVED:



Robert Stevens, Board Chairman
Board of Commissioners

ATTEST:



Tim Hill, Secretary
Board of Commissioners

Respectfully submitted by:
Dianna Delgado
Executive Assistant

November 5, 2024

Date Approved by Commission