

**MEETING MINUTES
SEPTEMBER 19, 2023**

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

Call to Order:

Chairman Stevens called the Workshop Session to order at 12:30 pm.

Roll Call:

Commissioners Present: Robert Stevens; Frank Spence; Jim Campbell; and Tim Hill. Commissioner Dirk Rohne was not present.

Staff Present: Executive Director Will Isom; Deputy Director Matt McGrath; and Executive Assistant/Administrative Coordinator Stacy Bandy.

Port Counsel: Eileen Eakins.

Also Attending: Executive Director of the West Coast Seafood Processors Association Lori Steel and Rebecca Norden Bright with *The Astorian*.

Pledge of Allegiance

Changes/Additions to the Agenda:

There were no changes or additions to the agenda.

Public Comment:

No public comment was received.

Action Items:

6a. Authorize Letter to DEQ Regarding NPDES Permit Requirements

The Executive Director of the West Coast Seafood Operators Association, Lori Steel, joins the meeting via Zoom. Steel explains that the public comment period is currently underway regarding the Department of Environmental Quality's (DEQ) permitting requirements for seafood processor Da Yang Seafood. Steel has identified a number of major concerns in the draft permit, including proposed limits for metals (without the testing technology available), daily sampling requirements, and unreasonable requirements related to chlorine. Steel notes that Da Yang does not use chlorine, but testing can produce false positives for chlorine. The draft permit for Da Yang will set a precedent as it is the first of nine individual permits that need to be issued in Oregon. Steel asks for the Port's support in submitting written comments and thanks Deputy Director McGrath for drafting the letter. Steel hopes DEQ will work with the seafood processors to collaborate to find solutions that work for the facility and DEQ. Steel thanks the Commission for their time and inquires if they have any questions.

- Commissioner Stevens inquires if there are seafood processors in Salem to point out the fact that this is a coastal issue. Steel responds that she has extensive support from Oregon legislators who are supportive and involved, but there have not been any action items on the topic; Steel has also met with the governor's office on this issue.

Commissioner Hill moved to approve the letter to the Department of Environmental Quality regarding National Pollutant Discharge Elimination System requirements. Commissioner Spence seconded. The roll call vote occurred as follows:

Commissioner Hill: Yes.

Commissioner Spence: Yes.

Commissioner Campbell: Yes.

Commissioner Stevens: Yes.

The motion carried 4-0 amongst the Commissioners present.

6b. Funding Agreement – Industrial Development Fund

Executive Director Isom refers to the funding agreement document on page five of the packet. This item has been in progress for several years. Originally the Clatsop County Industrial Revolving Fund was created for the North Coast Business Park. Over time the fund grew, and there was not a plan to dispense the funds. The Airport Industrial Park meets the same objectives and represents the same base. Isom and McGrath have held numerous meetings with county staff and made presentations to the County Commission. Last week, the County Commission approved \$250,000 to be used for the Airport Industrial Park for plans, studies, permitting, and infrastructure.

- Commissioner Campbell inquires if the funding can be used for road improvements. McGrath explains that the initial \$250,000 is specifically for predevelopment use. Initially, the Port requested \$850,000, and the county requested to break up the request. Once the \$250,000 is used, funds can be requested for further development.
- Commissioner Stevens notes that the \$250,000 is the first step, and it is important to maintain relations with the County. McGrath comments that the Port will be presenting progress to the County Commission as predevelopment projects move along.
- Isom publicly thanks Clatsop County for their support. County staff and particularly County Manager Don Bohn have been good partners to work with. Bohn's background in Washington County and as a longtime administrator is appreciated on both a personal and professional level.

The Port Commissioners thank Clatsop County for the funding and look forward to this cooperative effort.

Commissioner Campbell moved to accept the funding agreement from the Clatsop County Industrial Development Revolving Fund in the amount of \$250,000. Commissioner Spence seconded. The roll call vote occurred as follows:

Commissioner Hill: Yes.

Commissioner Spence: Yes.

Commissioner Campbell: Yes.

Commissioner Stevens: Yes.

The motion carried 4-0 amongst the Commissioners present.

Presentation:

7a. Commission Training – Port Counsel Eileen Eakins

Port Counsel Eileen Eakins thanks the Commission and staff for inviting her to provide in-person training for staff and Commissioners. Eakins' presentation covers the topics of authorities, duties,

and liabilities of Port Commissioners and staff. The Commissioners thank Eakins for her personalized training session. For the complete training, please see meeting audio.

Commission Comments:

Commissioner Campbell commented on the following:

- Requests to hold an executive session regarding real estate. Campbell will speak with the Executive Director offline.

Commissioner Spence did not have any comments.

Commissioner Hill commented on the following:

- Thanks to Eileen Eakins for her presentation.

Commissioner Stevens commented on the following:

- The Oregon Public Ports Association (OPPA) will be holding a reception and meeting on September 28-29th.
- The Executive Director's Evaluation is coming up. The Commission needs to decide if they are to use the Special Districts Association of Oregon (SDAO) or another method.

Executive Director Comments:

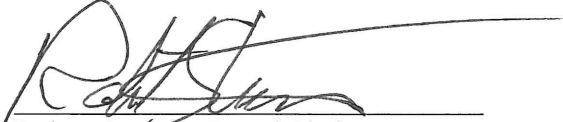
- The OPPA annual conference is coming up on September 28th-29th. If you are interested in attending, please contact Stacy before the 21st.
- Last night, the Astoria City Council held the first reading of the city's zoning code amendment for the Astoria Waterfront Master Plan. Deputy Director Matt McGrath and others made comments on behalf of the Port during the meeting. There has been progress since the last Planning Commission meeting, but there are issues that remain.
- Met with Colin Cooper, the new Executive Director of the Columbia Pacific Economic Development District.
- Was invited to participate in a SDAO hiring panel for the new Executive Director of the Sunset Empire Transportation District. County Manager Don Bohn and City Manager Scott Spence will also be participating on the panel.

Upcoming Meeting Dates:

- Regular Session – October 3, 2023 at 4:00 PM
- Workshop Session – October 17, 2023 at 4:00 PM

Adjourned:

Chairman Stevens adjourned the meeting at 4:15 PM.

APPROVED:

Robert Stevens, Board Chairman
Board of Commissioners

ATTEST:

Tim Hill, Secretary
Board of Commissioners

Respectfully submitted by:
Stacy Bandy
Executive Assistant / Administrative Coordinator

November 7, 2023
Date Approved by Commission