



**MEETING MINUTES  
JANUARY 17, 2023**

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

**Call to Order:**

Chairman Rohne called the Regular Session to order at 4:01 PM.

**Roll Call:**

**Commissioners Present:** Dirk Rohne; Robert Stevens; Frank Spence; Jim Campbell; and Scott McClaine.

**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.

**Also Attending:** Community member Steve Fick and Ethan Myers of *The Astorian*.

**Pledge of Allegiance**

**Commission Reports:**

**Commissioner Campbell** had nothing to report.

**Commissioner Stevens** reported on the following:

- Attended ColPac meeting where Deputy Director Matt McGrath gave a presentation.
- Requests that the Commission be given a copy of the presentation.

**Commissioner Rohne** had nothing to report.

**Commissioner Spence** reported on the following:

- Attended ColPac meeting where Matt McGrath gave a presentation on Pier 2 West.
- The City of Astoria has a new City Manager, Executive Assistant, Mayor, and several new City Councilors. The Port has had a great working relationship with City staff, and Spence is looking forward to working with the new group of officials.

**Commissioner McClaine** reported on the following:

- Attended Senator Wyden's town hall in Seaside last Saturday. Spoke to senator Wyden regarding Port infrastructure needs.
- Notes that the Port Commissioners did not receive information for Senator Merkley's town hall on January 14<sup>th</sup>. Merkley staff may need Port Commission contact information.
- Invites City Councilor, Tom Brownson, to speak to the Commission. Brownson comments that he has spoken to Betsy Emory from Senator Merkley's office regarding Port infrastructure needs and notes that Emory is in regular contact with Will Isom. For full details, please see meeting audio. Commissioner Rohne thanks Councilor Brownson for his outreach efforts.

**Changes/Additions to the Agenda:**

There were no changes or additions to the agenda.

**Public Comment for items on the agenda:**

Community member and business owner Steve Fick spoke to the commission regarding a fee proposal for fishing guides operating out of the Port basins. Fick also implored a quick resolution for the destroyed Young's Bay gangway. The gangway is essential to many in the local fishing community.

**Consent Calendar:**

The Consent Calendar consisted of the following:

- Meeting Minutes – 11/15/2022 Workshop Session; 12/06/2022 Regular Session
- Financials – November 2022
- Event Calendar – January 2023

Commissioner Spence requested to separate the financials from the consent calendar. Spence refers to page 21 of the packet and inquires if payments have been made to Business Oregon according to the schedule. Executive Director Isom explains that the payment is a pass-through payment for Bornstein Seafoods to Business Oregon; there has been a deferment plan in place, and the Port is working with Business Oregon to resume debt payments. Howard confirms that the Port is current with debt payments to Business Oregon. Commissioner Campbell moved to approve the meeting minutes and event calendar as presented. Commissioner McClaine seconded. The motion carried unanimously 5-0 amongst the Commissioners present.

Commissioner McClaine moved to approve the November 2022 financials. Commissioner Spence seconded. The motion carried unanimously 5-0 amongst the Commissioners present.

**Advisory Items:****8a. Maintenance Update – Joe Tadei**

Maintenance Director Joe Tadei discusses Port maintenance projects. Tadei begins by sharing a video of the recent storm damage to the Pier 1 gangway. The video shows the wind pulling the gangway into the water. Tadei shares a second video of Port maintenance staff retrieving the gangway from the water with a crane. Tadei explains that the gangway needs extensive repairs. Tadei received a bid from Topper Industries to replace the gangway before the spring cruise ship season. The first cruise ship is expected on April 10<sup>th</sup>. Commissioner Spence inquires if the gangway would be covered under the Port's insurance. The discussion continues relating to the Pier 1 gangway and various paths forward. Presentation and discussion highlights include:

- The quote received from Topper Industries is for an ADA-compliant gangway; the damaged gangway is not ADA-compliant.
- Timing is critical as the first cruise ship is scheduled for April 10<sup>th</sup>.
- Dredging is underway. The Dixie dredge has needed repairs due to inclement weather. Bergerson is dredging in the West Mooring Basin Marina.
- The Port is in the process of replacing failed windows in the Pier 1 Building. Over thirty windows will be replaced; this is an ongoing phased project.

The Commissioners thank Tadei for his presentation.

**8b. Business Oregon Debt Deferment Letter**

Executive Director Isom explains that Business Oregon has agreed to amend the Port's debt service agreement schedule; the letter is an advisory topic as it has not been finalized. Howard adds that for the prior two years, there was a deferment for all Business Oregon loans. In the proposed deferment for this year, the Port would be paying off three loans, and the Bornstein loan payments

would resume in September.

**Action Items:**

9a. Request for Expenditure #0136 – Pier 1 Gangway

Commissioner Rohne inquires if there is a motion for the Request for Expenditure.

- Commissioner Campbell comments that he is surprised that the Port has not contacted the insurance provider for the damaged gangway. Commissioners discuss insurance and options for gangway repair or replacement. The meeting audio is too poor to decipher the full conversation.
- Executive Director Isom notes that the Port's Budget Committee has discussed including contingency funds in the budget.

Commissioner Spence moved to approve the Request for Expenditure #0136 Pier 1 Gangway. Commissioner McClaine seconded the motion with the amendment: as needed depending on other options. Commissioner Spence accepted the amended motion. The roll call vote occurred as follows:

Commissioner McClaine: Yes.

Commissioner Spence: Yes.

Commissioner Rohne: Yes.

Commissioner Stevens: Yes.

Commissioner Campbell: No.

The motion carried 4-1 amongst the Commissioners present.

**Public Comment for items not on the agenda:**

There were no requests for public comment.

**Executive Director Comments:**

- Deputy Director McGrath attended a ColPac meeting and made a presentation on the Port's infrastructure needs for Pier 2 West.
- The Port held interviews last week for the Pier 2 West CM/GC Request for Proposal.
- Will have a recommendation to bring to the Commission next week for the Commercial Realtor RFP.
- Will be attending the Special Districts Association of Oregon (SDAO) Annual Conference next week.
- The Cannery Pier Hotel will have a ribbon-cutting event on January 31<sup>st</sup>, at 4:30pm. All Port Commissioners are invited.
- Commissioner Spence requests a status update on The Port's capital projects.

**Upcoming Meeting Dates:**

- Regular Session – February 7, 2023 at 4:00 PM
- Workshop Session – February 21, 2023 at 4:00 PM

**Adjourned:**

Chairman Rohne adjourned the meeting at 5:11 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

March 7, 2023

Date Approved by Commission