

**MEETING MINUTES  
MARCH 7, 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.

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

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

**Pledge of Allegiance**

**Commission Reports:**

Commissioner Stevens reported on the following:

- Noticed a historical article in *The Astorian* regarding cargo. Fifty years ago, they loaded product onto smaller vessels to take to Portland; without access to rail or container rigs, this may be the initiative to look into.
- Port staff are entertaining the possibility of cargo operations on Pier 1. It would be worthwhile to allow the cargo operators to make a presentation to the Commission.

Commissioner Campbell had nothing to report.

Commissioner McClaine reported on the following:

- Will not be running for re-election this May.
- Attended a meeting with several community leaders to discuss a survey for cruise ship passengers to see how much people are spending in town. Downtown businesses have funded \$4,000 in grant-matching funds for this effort.

Commissioner Spence reported on the following:

- Clatsop Cruise Host Volunteer Coordinator, Sue Howard, is holding a meeting with all businesses and agencies who work with cruise passengers. All Port Commissioners are welcome to attend.
- Would like to add a capital projects list discussion to the next workshop meeting or the one after.

Commissioner Rohne reported on the following:

- Invited George Dunkel to attend the next Workshop Commission Meeting. The Commission can discuss the Executive Director evaluation process.
- Attended the Fisher Poets gathering last weekend. The event was well attended, with folks traveling from across the nation as well as Great Britain.

**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 – 01/17/2023 Workshop Meeting Minutes and 02/07/2023 Regular Meeting Minutes
- Financials – January 2023
- Event Calendar – March 2023

Commissioner Spence requests to pull out each item separately from the Consent Calendar.

Spence notes that for the January 17<sup>th</sup> Workshop Session meeting minutes, there is no roll call vote for the Request for Expenditure #0136 Pier 1 Gangway. Spence requests that the minutes be amended to include a roll call vote.

*Commissioner Spence moved to approve the meeting minutes of the 01/17/2023 Workshop Session as amended and the 02/07/2023 Regular Session as presented. Commissioner Stevens seconded. The motion carried unanimously 5-0 amongst the Commissioners present.*

Regarding the January 2023 Financials, Spence refers to the note on page 16 of the packet and inquires why Commissioner Campbell put a hold on the check for Topper Industries, Inc. Campbell explains that he did not vote for purchasing a new gangway and does not agree with the expenditure. Executive Director Isom explains that as Treasurer, Campbell usually meets with the accounts payable specialist and signs each check. After Isom was notified that there was a check that Campbell would not sign, Isom contacted the Commission Chair, Commissioner Rohne, to discuss the situation. The Assistant Treasurer, Commissioner McClaine, was then contacted to sign the check.

Spence refers to the March event calendar and notes that the City of Astoria has changed their meetings to begin at 6 pm and not 7 pm. Spence adds that the ColPac meeting on March 9<sup>th</sup> will not be at Clatsop Community College, but at the Judge Boyington building at the corner of Commercial and 9<sup>th</sup> St.

*Commissioner Spence moved to approve the January Financials as presented and the March Consent Calendar as amended. Commissioner Stevens seconded. The motion carried 4-0, with Commissioner Campbell abstaining from the vote.*

**Action Items:****8a. Approval of Maul Foster Work Orders**

Executive Director Isom gives a brief history of this action item. Last year, once the consent judgment was in place with the Department of Environmental Quality (DEQ) for AOC4, the Commission approved the first Maul Foster task order. Since that time, there have been three additional task orders. In the future, Isom will be working with Eakins and Erik Bakkum with Maul Foster to develop an overarching framework and budget for the project moving forward.

Erik Bakkum, the Principal Engineer with Maul Foster, gives a presentation to the Commission regarding Maul Foster's progress.

Presentation highlights include:

- The initial work order that was approved by the Commission was for the design and remedial action work plan. These documents were required in order for DEQ to agree to a



path forward regarding design and investigation specifics in support of the record of decision and the consent judgment.

- The work orders included in today's packet represent that effort and the approval of the remedial design work plan.
- Work order number three is for a vapor assessment which is a requirement of the record of decision that indoor samples be taken within some of the existing port structures. The vapor assessment is required to verify that the breathing air conditions are acceptable and to help determine whether or not the building requires a vapor mitigation system to be installed or if there are other institutional controls needed. No additional vapor sampling is planned unless there is a significant unforeseen event.
- Work order number four is for sediment sampling. Bakkum explains that during the settlement negotiations, Maul Foster was directed to take additional samples by the Port's attorney to inform the settlement process and to look and see if there are additional impacts beyond the scope of the existing seep. It was also identified by DEQ, during the review of the remedial design work plan, that they would require that additional samples be collected. Work order four includes sampling, laboratory analysis, and reporting. The sampling results will inform the extent of the remedial design.
- Work order two is the 50% remedial design preparation. The two primary tasks are to extend project management to include meetings with Port staff and DEQ and the development of the 50% remedial design. The process will include taking the feasibility study concept and developing the engineering analysis to support carrying out the final design as well as any project alternatives.

Rohne thanks Bakkum for his presentation. For the full discussion please see meeting audio.

Commissioner Spence moved to approve Maul Foster Task Orders 2, 3, and 4. Commissioner McClaine seconded. The roll call vote occurred as follows:

Commissioner McClaine: Yes.

Commissioner Spence: Yes.

Commissioner Stevens: Yes.

Commissioner Campbell: Yes.

Commissioner Rohne: Yes.

The motion carried 5-0 amongst the Commissioners present.

#### 8b. Approval of Cintas Contract

Executive Director Isom explains that the Port has had a long-standing relationship with Cintas. They provide coveralls and towels to various departments across the Port. Since the agreement is technically 60 months it crosses the 12-month threshold of Isom's authority, though the contract can be terminated at any time with a 90-day notice.

Commissioner McClaine moved to approve the contract with Cintas. Commissioner Spence seconded. The motion carried 5-0 amongst the Commissioners present.

#### 8c. Washington DC Trip

Executive Director Isom refers to the information provided about the Pacific Northwest Waterways Association's (PNWA) 2023 Mission to Washington, on page 38 of the packet. Isom discusses his comments made after his annual review and explains that looking at the Port in terms of phases, the next phase for the Port is for outreach to advocate for the port, seeking funding for the various projects that are in critical need. This is an opportunity to be a part of a larger group that will be meeting with legislators in Washington, DC. Isom refers to the PNWA schedule on page 40 of the packet, and notes that on Wednesday morning, the PNWA group will be in front of the Northwest Senate delegation; congressionally directed spending will be a topic of conversation. The chance to attend this event and join this group is a good opportunity for the Port and will give us the best

chance to secure federal dollars in the future.

- Commissioner Spence comments that he supports this trip wholeheartedly. There is no substitute for face-to-face meetings and developing relationships with our congressional delegation in Washington, DC.
- Commissioner Rohne is in agreement; the significance of Pier 2 cannot be understated.

Commissioner Spence moved to approve the trip to Washington, DC for the Executive Director and the Deputy Director. Commissioner Campbell seconded. The motion carried 5-0 amongst the Commissioners present.

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

There were no requests for public comment.

**Executive Director Comments:**

- Met with the director of Business Oregon, Sophorn Cheang, yesterday. Cheang was well informed concerning Port needs; Isom thanks regional Business Oregon representative Melanie Olson for doing an excellent job informing Cheang. The group discussed Pier 2 and toured the property. It is impactful to walk out there and see the state of the infrastructure. Isom thanks Business Oregon for the relationship we've had with them over the last several years and for the support they gave the Port through the pandemic.
- The Federal Maritime Commission (FMA) has decided recently that certain ports do not qualify under antitrust immunity in Oregon and Washington. There are eight ports in Washington that would be affected and three ports in Oregon. State action doctrine can institute legislation that would supersede federal laws. The state of Washington has already passed a bill to address this issue; local state representative Javadi has co-sponsored Senate bill 814 with bipartisan support. Terminal and Customer Support Manager, Susan Transue, will be attending the hearing on the bill this coming Thursday.
- The Department of Forestry will have a meeting tomorrow in Corvallis concerning the Habitat Conservation Plan (HCP). Comments are limited to 15 individuals, and the HCP is not on the agenda for the meeting. Local representatives will be in attendance, including County Commissioner Courtney Bangs, Executive Director of Clatsop Economic Development Resources (CEDR) Kevin Leahy, Executive Director of the Astoria Warrenton Chamber of Commerce David Reid, and Senator Suzanne Webber staffer Katy Pritchard.
- Met with Mark Popkin and Dave Koller of Popkin Real Estate last week. The group discussed a formal agreement based on the proposal submitted. Popkin is moving forward with a market analysis on identified Port properties.

**Upcoming Meeting Dates:**

- Finance Committee Meeting – March 15, 2023 at 12:00 PM
- Workshop Session – March 21, 2023 at 4:00 PM
- Regular Session – April 4, 2023 at 4:00 PM

**Adjourned:**

Chairman Rohne adjourned the meeting at 4:48 PM.

**APPROVED:**

**ATTEST:**



Dirk Rohne, Board Chairman  
Board of Commissioners



Frank R. Spence, Secretary  
Board of Commissioners

Respectfully submitted by:  
Stacy Bandy  
Executive Assistant – Administrative Coordinator

April 4, 2023

Date Approved by Commission