



**MEETING MINUTES
FEBRUARY 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.

Also Attending: David Oser of the Finance Committee.

Pledge of Allegiance

Commission Reports:

Commissioner Spence reported on the following:

- The County Clerk has published the official notice that an election will be held on May 16th, this year for all Special Districts in Clatsop County. The Port has two Commission seats open for election. Filing for candidacy is now open.
- There will be a public hearing for consideration of a conditional use permit for 55 Portway Street. The location is the old Bergerson office building; the request is for a hotel with five transient rooms.
- There was a Yacht theft over the weekend at the West Mooring Basin. This has received national attention as the Coast Guard rescued the suspect in rough seas. Videos of the rescue have been circulating in the media. This same suspect was identified at the Goonie house as well. Hopefully, Port security can work with local law enforcement to understand how this could have happened.

Commissioner McClaine reported on the following:

- Attended the Astoria Warrenton Chamber of Commerce Annual Banquet. One takeaway from the event is that the Astoria Fire Department will be submitting a grant for new radios. Recommend sending a letter of support from the Port for their grant application.

Commissioner Campbell reported on the following:

- Pilots at the airport scheduled an Aviation Medical Examiner (AME) to come into the airport to administer a physical examination. Eleven local pilots were able to receive the exam; the exam is necessary every two years to maintain a pilot's license.

Commissioner Stevens reported on the following:

- Attended the ribbon cutting at the Cannery Pier Hotel. It was a nice time, and the Port

was well represented.

- The Habitat Conservation Plan (HCP) is finalized. The HCP mandates drastic cuts in timber revenue. There will be a meeting in Corvallis on March 8th to finalize the plan. The plan is for environmental protection without economic concern. The finalized HCP plan is worse than the initial worst-case scenario.

Commissioner Rohne reported on the following:

- Attended Clatsop Economic Development Resources (CEDR) meeting. This was the first in-person meeting since the pandemic began. Melanie Olsen from Business Oregon was there, and she spoke about the Port's needs for Pier 2; it is encouraging to see this project discussed in a community forum.

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 – 12/14/2022 Finance Committee Meeting
- Financials – December 2022
- Event Calendar – February 2023

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

Action Items:

8a. Pier 2 West Rehabilitation – Intent to Award

Deputy Director McGrath begins by explaining that Pier 2 West is the Port's highest priority and primary concern. In October, the Port issued a Request for Proposal (RFP) for a Construction Manager/General Contractor to guide the Port through the process. The initial evaluations from proposers, Bergerson Construction and Orion Marine, were very close. In January, the Port conducted interviews with each firm. Based on the interviews, Bergerson was the clear frontrunner. McGrath refers to the summary beginning on page 14 of the packet, which highlights the reasoning behind the selection process. The Port is looking for approval from the Commission to enter into a contract with Bergerson Construction based on the terms of the contract. McGrath inquires if the Commissioners have any questions.

- Commissioner Campbell inquires if the Port will need to adhere to the KPFF design. McGrath answers that no there is no commitment for the Port.
- Commissioner McClaine inquires what PND stands for. McGrath answers that is a consulting engineering firm.
- Commissioner Stevens inquires what the project's impact will be on the Port's tenants. McGrath explains that one of the first meetings for the project will be with tenants to discuss the timeline; the timeline may be adjusted to two phases instead of three. McGrath has been in regular contact with Pier 2 tenants Bornstein and Da Yang.
- Commissioner Rohne comments that the seafood processors may be interested in additional space once this project is complete.
- Spence inquires how this project will be financed. McGrath answers that \$250,000 will be budgeted to put toward construction management. Business Oregon will potentially fund \$1.2 million for design and environmental permitting work. Additionally, the Port is

seeking letters of support for federal grant applications.

- Commissioner Campbell inquires if the Port will be limited to in-water work windows. McGrath explains that permitting is a concern, but one option is to encapsulate the entire property behind a sheet pile, which would eliminate the concern.
- Commissioner Rohne notes that the importance of this project cannot be understated.

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

8b. Real Estate and Leasing Agent – Intent to Award

Executive Director Isom refers to the Notice of Intent to Award on page 108 of the packet. Isom explains that initially seeking a commercial realtor was a recommendation from the Finance Committee. Staff drafted an RFP to identify real estate holdings to potentially lease or sell. Isom refers to the evaluation summaries on page 110 of the packet; there were three respondents to the RFP. The Evaluation Summaries on page 110 show that Popkin Real Estate received the highest score based upon the criteria listed. Upon Commission approval, the next step will be to meet with Popkin and discuss priorities and delineate which properties to include in their portfolio. The discussion will include if it will be best to sell properties as-is or to perform improvements before the sale. Isom concludes that the Port is looking for a motion to approve the award to Popkin Real Estate. Commissioner Rohne adds that per Port Counsel, the motion will be to provisionally approve the contract with Popkin once any protests are received and resolved.

Commissioner Spence moved to provisionally award the contract to Popkin Real Estate. Commissioner Stevens 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:

- Regarding the incident with the vessel this past weekend, we know that the vessel was taken from the marina early Friday morning. After the theft, the Port was contacted by an outside authority inquiring if the vessel has been moored in our marina. Since that time, Port FSO Matt Hansen has been working with local and federal agencies.
- The filing period for the upcoming election is open and will close on March 16th.
- Will be traveling this Thursday, along with Deputy Director McGrath, to attend the Special Districts Association of Oregon (SDAO) conference.
- Stacy is researching replacing the Port Commission meeting chairs.
- Commissioner Spence comments that he will be attending the virtual SDAO conference.
- Commissioner Stevens requests that Airport Advisory updates be sent to all Commissioners.

Upcoming Meeting Dates:

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

Adjourned:

Chairman Rohne adjourned the meeting at 4:42 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

March 7, 2023

Date Approved by Commission