

**PORT OF ST. HELENS
JUNE 08, 2011
COLUMBIA CITY, OREGON 97018**

The Port of St. Helens held its Board meeting at 8:30 a.m. on Wednesday, June 8, 2011 at the Port Office, 100 E Street, Columbia City, Oregon with the following present:

Commissioners

Robert Keyser	President
Colleen DeShazer	Vice President
Mike Avent	2 nd Vice President
Chris Iverson	Secretary
Terry Luttrell	Treasurer

Staff

Patrick Trapp	Executive Director
Paula Miranda	Deputy Executive Director
Babette Heeffle	Finance Manager
Craig Allison	Prop. & Oper. Manager
Sydell Cotton	Executive Assistant/Office Coordinator

Guest

Phil Lager	Oregon Paper Company
Marie Lager	Oregon Paper Company

Legal Counsel

Robert Salisbury

The Port of St. Helens Budget Hearing was called to order at 8:30 a.m. by President Robert Keyser.

Budget Hearing

Commissioner Keyser opened the Budget Hearing to take public comment. There being no comments, Terry Luttrell moved, Chris Iverson seconded a motion to close the budget hearing. The hearing closed at 8:31 a.m. Motion carried unanimously.

The Port of St. Helens Board meeting was called to order at 8:32 a.m. by President Robert Keyser.

Consent Agenda

Colleen DeShazer moved, Mike Avent seconded a motion to approve the May 25, 2011 Budget Committee and Work Session minutes and bills as presented. Motion carried unanimously.

Unfinished Business

Item A

SCAPPOOSE BAY MARINE PARK UPDATE

Craig Allison reported he has been monitoring the water level at the marina. He said a portion of the concrete walkway onto the loading docks is under water at times, they have posted warning signs for users to use launch ramp at their own risk.

The restroom project is progressing. Craig is working with Mike to put together a purchase order for the remaining material needed over the next couple of weeks. Items such as siding, roofing material doors, etc. Mike and Rocky continue to work on the interior portion of D dock they are almost done they're working on one more support section of the roof. On the improvement project Craig is working to obtain bids on the twin track idea to see what it would cost to have the fingers piers on C dock built versus having Mike and Rocky build the piers.

Chris stated there is a concern with float logs he said the ones they had in mind are gone. He also said we need to make sure they are seasoned and ready to float if the plan is to proceed with using logs.

Colleen DeShazer reported she visited the marina she would like to set some goals to improve and develop the marina. She said Commission and staff need to work together and talk about long term goals for the marina.

New Business

Item A

RESOLUTION 2011-30

A RESOLUTION AUTHORIZING THE PORT OF ST. HELENS TO ENTER INTO AN AMENDMENT COOPERATIVE ASSISTANCE AGREEMENT FOR NON-PUBLIC WORKS/NON-LAW ENFORCEMENT MUTUAL AID ASSISTANCE

Chris Iverson moved, Colleen DeShazer seconded a motion to adopt Resolution 2011-30, an amendment to Cooperative Assistance Agreement for non-public works. Motion carried unanimously.

Item B

SHERPA AIRCRAFT UPDATE

Craig reported they have worked out the details of a promissory note with Mr. Gordon. The next step is to get the final document to him and his partner for their signature.

Item C

ST. HELENS PROPERTIES UPDATE

Craig reported Mr. Olsen brought in a check for the past due balance and is back on track.

Item D

RESOLUTION 2011-31

A RESOLUTION APPROVING WHPACIFIC TASK ORDER #4 FOR THE SCAPPOOSE INDUSTRIAL AIRPARK FENCING AND PARKING LOT PROJECT

Terry Luttrell moved, Mike Avent seconded a motion to adopt Resolution 2011-31, WHPacific task work order #4. Chris Iverson abstained from voting. Motion carried.

Item E

Resolution 2011-32

A RESOLUTION APPROVING A LEASE RENEWAL BETWEEN SCAPPOOSE BAY KAYAKING, INC. AND THE PORT OF ST. HELENS

Mike Avent moved, Colleen DeShazer seconded a motion to adopt Resolution 2011-32, Scappoose Bay Kayaking Lease renewal. Motion carried unanimously.

Item F

Resolution 2011-33

A RESOLUTION AUTHORIZING THE PROPOSAL FOR PHASE 2 DELINEATION OF OFFSHORE AND UPLAND DNAPL SCOPE OF WORK PRESENTED BY AMEC EARTH & ENVIRONMENTAL, INC

Colleen DeShazer moved, Mike Avent seconded a motion to adopt Resolution 2011-33, AMEC Environmental Scope of Work. Motion carried unanimously.

Item G

Resolution 2011-34

A RESOLUTION DISSOLVING THE PROPERTY CASUALTY FUND

Terry Luttrell moved, Mike Avent seconded a motion to adopt Resolution 2011-34, dissolving the property and casualty fund. Motion carried unanimously.

Item H

Resolution 2011-35

ADOPTING THE BUDGET FOR FY 2011-12, MAKING APPROPRIATIONS, IMPOSING THE TAX, AND CATEGORIZING THE TAX

Chris Iverson moved, Colleen DeShazer seconded a motion to adopt Resolution 2011-35, adopting the 2011-2012 budget. Motion carried unanimously.

Item I

Resolution 2011-36

PROPERTY LOCATED AT 200 PORT AVE, ST. HELENS, OREGON

A RESOLUTION OF THE PORT OF ST. HELENS AUTHORIZING THE PORT TO ENTER INTO A LEASE WITH OREGON PAPER COMPANY FOR A
Chris Iverson moved, Mike Avent seconded a motion to adopt Resolution 2011-36, authorizing a
lease with Oregon Paper Company. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

A written report was provided and read by Pat Trapp.

COMMISSIONER REPORTS

Mike Avent discussed rotating the location of City County Dinner.

Colleen DeShazer discussed new web design and updating Commissioner's pictures. She also talked
about updating business cards.

Chris Iverson had no report.

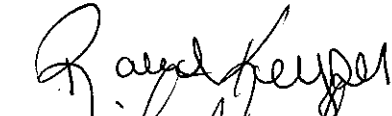
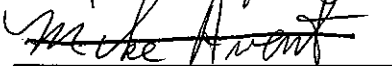
Terry Luttrell stated it's great to see things moving in a positive direction.

Robert Keyser had discussion with Betsy Johnson regarding a couple of legislative bills he asked her
if she would be willing to come to a Port Work Session and talk about them.

Craig briefed the Commission on the wings and wheels event taking place in August.

Chris Iverson moved, Colleen DeShazer seconded a motion to send a letter to ORPET encouraging
them to use local suppliers and contractors. Motion carried unanimously.

**THERE BEING NO FURTHER BUSINESS BEFORE THE COMMISSION THE MEETING
ADJOURNED AT 9:35 A.M.**

President

June 22, 2011

Date Commission Approved



Secretary