

**PORT OF ST. HELENS
MAY 11, 2011
COLUMBIA CITY, OREGON 97018**

The Port of St. Helens held its Board meeting at 8:30 a.m., on Wednesday, May 11, 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 (absent)
Chris Iverson	Secretary
Terry Luttrell	Treasurer (absent)

Guest

Greg Grasso	P.P.F.P.
Gordy Boyd	G.V.I.
David Stocker	CCET
Glen Gordon	Sherpa
Richard Stellner	Port Consultant

Staff

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

Legal Counsel

Robert Salisbury

Press

Arwen Ungar Spotlight

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

Consent Agenda

Colleen DeShazer moved, Chris Iverson seconded a motion to approve the April 27 & April 28, 2011 minutes and bills as presented. Chris Iverson declared a conflict of interest regarding a payment to Willemse Glass. Motion carried unanimously.

Unfinished Business

Item A

SCAPPOOSE BAY MARINE PARK UPDATE

Craig Allison reported permits are in hand for the improvement project phase I. They're moving forward with the restroom construction. The permit was approved with no conditions it's moving along and they've ironed out the loose ends they hope to get started as soon as weather permits. The other portion of phase I is the finger pier project along the C dock as well as the covered moorage along the D dock. Craig will be working on an RFP to obtain proposals for those interested. Craig discussed, as a concept, using Mike and Rocky to build the finger piers. He will be shifting their work from the ongoing D dock and main walkway to building a proto type finger pier to get an idea of the cost and time involved to compare it with a commercial bid.

Chris said he hasn't talked to Mike or Rocky and he's not sure what their time commitment is with the Port. He suggested having conversations with them both. He said he knows they have been offered other work from time to time which they've turned down, he knows of another that's coming up shortly. Pat responded by saying staff could certainly do so, he said staff is working on percentages as well as researching different scenarios with what is best to proceed with marina projects. Chris said Babette had given him a five year history of what has been spent on the marina that was very helpful to him.

New Business

Item A

RESOLUTION 2011-13

A RESOLUTION OF THE PORT PLEDGING A DONATION TO THE COLUMBIA COUNTY ECONOMIC TEAM

Colleen Deshazer moved, Chris Iverson seconded a motion to adopt Resolution 2011-13, Donation pledge to C.C.E.T. Chris Iverson declared a potential conflict of interest as a result of being an insurance provider. In order to act in a timely manner, a vote was taken including Chris Iverson to insure a quorum. Motion carried unanimously.

The Commission requested from David Stocker a one page report in simple bullet format on a quarterly basis.

Item B

SHERPA AIRCRAFT STAFF REPORT

Craig Allison gave an update to the Commission with regards to Sherpa Aircraft. He said Mr. Gordon is requesting that the monthly payment be maintained at an interest only level. The Commission had concern that this may not be the best solution for Mr. Gordon and felt he may be putting himself in a difficult situation. Staff will be working on a resolution to extend the promissory note.

Item C

COMPOSITES UNIVERSAL GROUP STAFF REPORT

Craig reported Composites Universal Group has fallen under the default ordinance 2009-01. He sent them a notice of default last week they have since contacted him to schedule a time to meet so they can establish a payment plan. No action required by the Commission at this time.

Item D

RESOLUTION 2011-22

A RESOLUTION CHANGING BUDGET APPROPRIATION FY 2010-11

Chris Iverson moved, Colleen DeShazer seconded a motion to adopt Resolution 2011-22, Changing budget appropriation. Motion carried unanimously.

Item F

HEALTH BENEFITS CHANGE

Pat and Babette provided a written recommendation to the Commission with regards to changes to the Port's health benefit plan. If the direction is to move forward with plan changes staff will work with Richard Stellner, SDAO, and VEBA Service Group to prepare the personal policy changes and necessary resolutions.

COMMISSIONER REPORTS

Colleen DeShazer attended the fly in fly out seminar held at the Portland Airport. She said it was great networking with other Ports. She recommends reviewing topics listed on agendas when making decision to attend certain functions.

Robert Keyser along with Paula Miranda attended a meeting with Congressman Wu he said the meeting was very productive. He will be attending the Oregon Public Ports Meeting in Salem.

Chris Iverson along with Pat Trapp met with Ed Freeman mainly as a meet and greet for Pat. Chris said it was a very positive meeting.

EXECUTIVE DIRECTOR'S REPORT

A written report was read and provided by Pat Trapp.

Executive Session

The Board held an executive session to confer with persons designated by the Board to negotiate real property transactions pursuant to ORS 192.660(2)(e) and consider exempt public records, including, but not limited to, written legal advice from the Port's legal counsel which is privileged under ORS 40.225 and exempt from disclosure under ORS 192.660(2)(f).

THE COMMISSION RETURNED TO REGULAR SESSION

Robert Keyser announced staff was given direction on a few items discussed with regards to a potential lease negotiation and other financial arrangements with other tenants.

Item E

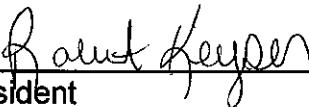
RESOLUTION 2011-23

A RESOLUTION AUTHORIZING THE PORT TO ENTER INTO A FIRST AMENDMENT TO INTERCREDITOR AGREEMENT

Colleen DeShazer moved, Chris Iverson seconded a motion at adopt Resolution 2011-23, Chris Iverson declared a potential conflict of interest. Motion carried unanimously.

Colleen DeShazer moved, Chris Iverson seconded a motion to authorize the Executive Director and Legal Counsel to negotiate a satisfactory lease with Pacific Phoenix Forest Products and financial arrangements concerning the waiver of remainder debt with Columbia River Forest Products. Motion carried unanimously.

**THERE BEING NO FURTHER BUSINESS BEFORE THE COMMISSION THE MEETING
ADJOURNED AT 10:07 A.M.**



President

May 25, 2011

Date Commission Approved



Secretary