

**PORT OF GOLD BEACH  
MINUTES  
7:00 p.m.  
April 17, 2008**

**Present:**

**Absent:**

**Lawrence Johnson, President  
Milt Walker, Vice-President  
Clay Dalrymple, Commissioner  
Charles Riddle, Secretary,  
Bill McNair, Commissioner  
Errol Roberts, Manager  
Jeff Kemp, Port Accountant**

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The meeting was called to order by President Johnson, the roll was called and the Pledge of Allegiance was recited.

Comments from the audience were invited and Jim Freedman of Gold Beach discussed his concerns regarding the proposed changes to the Gold Beach Zoning Ordinances; in particular the section regarding dredging in the estuaries. There was some discussion regarding the boundary lines of the city and the submerged lands within that boundary.

President Johnson reported to the board that Colleen Combs had brought in a bid she had secured from Tidewater Contractors for paving around the Nor'Wester Restaurant. The board said they would be doing no paving in that area until the high dock repair is completed, as it would not be wise to pave and then possibly have it torn out during the repair.

Milt Walker said he does not feel that the lessees should be soliciting bids for any work that needs to be done at the port. Charles Riddle said in his opinion they couldn't stop any lessee from doing that, but that the board doesn't have to pay any attention to them.

The accounts payables were discussed with few questions. **Approved by consensus.**

Accounts receivable were examined with few questions.

Jeff Kemp then made his budget report saying that the budget was right on track and that both spending and receipts were very close to the budgeted amounts.

The minutes for the regular meeting held on March 20, 2008, **were approved by consensus.**

Minutes for the meeting held on April 9, 2008, **were approved by consensus.**

Next on the agenda was the follow up on legal RFPS and the board heard Manager Roberts' report on the calls he had made to the many municipalities that Jim Coffey works for and Roberts said he got very positive responses from all of them. His rates would be \$185 per hour and he bills in tenths. He is quite receptive to answering questions by e-mail. **Bill McNair moved to hire Jim Coffey, seconded by Dalrymple, passed 5-0 by Commissioners McNair, Johnson, Dalrymple, Riddle and Walker.** Letters will be sent thanking the other applicants for applying.

Colleen Combs from the audience was addressed and she commented that she wants a commitment from the port that the paving around the Nor'Wester will be at the top of the paving list. She was informed that the paving would not be done until after the high dock repair and as money became available. She said her building was built in 1978 and the lot was paved in 1981. She said if there was no objection, she would put area lights around the small steps that go from the front of her building up to the upper parking lot. The board directed her to talk to Manager Roberts, as that would be a management issue.

The matter of the port reimbursing Bill McNair's Rogue jets, Inc. for moorage was discussed. **Bill McNair stated that he had an actual conflict.** McNair had reported at former meetings that for some reason, former staff had changed his billing rates from "commercial" to "sport" moorage and, as a result, he had been overcharged by \$4227.50. **Motion was made by Johnson to reimburse Rogue jets, Inc. for the amount they had been overcharged, seconded by Dalrymple. Passed 4-0 by Johnson, Riddle, Dalrymple and Walker. Bill McNair abstained due to his conflict of interest.** After the vote, McNair requested that some note be made of what had been done by former staff in spite of his pointing out the error, in case the information should ever come up again. He thought it was handled very poorly by former staff.

The core list was discussed at length with reports given on several items, including some that were completed, such as the Huntley Park paving project. A report was given on the AWOS system, which is coming along on schedule. Riddle reported on some quotes he had received for hangar buildings and the larger gate going into the airport was discussed.

The board said they need to hold a special meeting to discuss how they are going to proceed on the shop building and to work on the mission statement for OECDD.

Dates for budget committee meetings were discussed and the date for the special meeting to talk about needs of the Port was set for April 29, 2008.

During the manager's report, Errol Roberts reported on the changes and improvements made to the port website. The minutes can be uploaded along with the agenda or any other information.

He also reported on the progress on the docks and said they are doing a physical inventory and measuring all the concrete docks and planning on where they can best be used. He also reported on the proposal from Abel, the Port's insurance agent. He will check with other airports to see what coverage they have.

Roberts said that Jeannine Belleque of the Oregon State Marine Board will be here and wants to meet with a couple of the board members and the manager to discuss possible boating improvements for the port.

During commissioner's comments, Charles Riddle handed out some information he had received from special districts regarding certain procedures for management to consider for modifications in the personnel manual.

Milt Walker commented that a newspaper article should be written just giving the community news of the port and include the fact that the launch fees program is now in effect, remind them half the money collected goes to the sea lion hazing program and tell them about the improvements at Huntley Park, etc. The board agreed that would be a good idea and asked the manager to work something up and submit it to the newspaper.

The meeting was adjourned at 9:30 p.m.

**ATTEST:**

\_\_\_\_\_ **DATED** \_\_\_\_\_  
**Lawrence Johnson, Board President**

\_\_\_\_\_ **DATED** \_\_\_\_\_  
**Charles Riddle, Board Secretary**