

**PORT OF GOLD BEACH
MINUTES
July 22, 2008
7:00PM Special Meeting**

Present:

Absent:

**Milt Walker, President
Moe Johnson, Vice-President
Clay Dalrymple, Commissioner
Charles Riddle, Secretary,
Bill McNair, Commissioner**

Errol Roberts, Manager

The meeting was called to order by President Milt Walker at 7:03 p.m., the roll was called and the Pledge of Allegiance was recited.

The first order of business was to approve the minutes of the meeting of June 19, 2008. **Motion by McNair, seconded by Johnson, passed 5-0 by McNair, Johnson, Dalrymple, Riddle, Walker.** The minutes for the meeting of June 25 Special Meeting for adoption of the budget was approved on **motion by Johnson, second by Dalrymple, passed 4-0 by Johnson, McNair, Dalrymple and Walker. Riddle abstained, as he had not attended the meeting.**

OLD BUSINESS:

Manager's Authority to Terminate an Employee:

Charles Riddle had presented a handout at a prior meeting and it was used for discussion. After each commissioner gave his opinion, it was agreed that Charles and Manager Errol Roberts would re-write the policy and present it to the board at the next meeting for review and possible adoption. The revisions are: that the manager would notify the president of the commission or the port attorney when termination was being considered and wording would be adopted to permit the terminated employee an appeal option so there would be no question that the employee was given due process. The board also considered verifying each February the employee annual review has been done and the manager would also give employee reviews whenever he felt they were necessary. It was determined that the board does not need to become entangled in the specifics of any review.

Discussion of Proposed Ordinance Revisions:

Roberts had presented a proposal to revise Ordinance 1-99 as he felt that much of the material should be in a policy manual instead of in the ordinance. Riddle had discussed

with SDAO what they recommended for ordinances vs. policy and they recommended that matters that affect external patrons should be in the ordinances whereas matters that are internal should be in the policy manual. The reason for making an ordinance, he reported, is to give the port recourse when an ordinance is violated. After some discussion, Johnson suggested that the commission review one section of the Ordinance 1-99 at their regular meeting and decide what should be in the policy manual and what should be in the new ordinance. The commissioners concurred.

Resolution Adoption

Motion was made by Johnson to adopt Resolution 08-08, a Resolution correcting Resolution 08-07, Seconded by Clay, and passed 5-0 by Walker, Johnson, McNair, Dalrymple and Riddle.

MANAGER'S REPORT:

President Walker had questions regarding how Huntley Park is doing and Roberts did not have the budget report at hand. Commissioner Riddle responded that in June the Park broke even.

Roberts distributed a list of charges for the sewer at the first floor of the Cannery Building and explained the division of expenses to the tenants. He stated the charges, when finalized, will go into an addendum to the existing leases. He also discussed the supplies and maintenance needs for the Cannery Building.

Roberts reported the AWOS system would be started August 4, 2008 and completed within 75 days. Bids were above what was projected by WHPacific, so the Port deleted a portion of the task order. Low bidder was Kunert Electric.

COMMISSIONER'S COMMENTS:

Charles stated we should consult Angela Haralson for ideas on use of the "common area" as retail space. He also distributed a draft of the port mission statement.

Meeting was adjourned at 8:41 p.m.

ATTEST:

_____ DATED _____
Milt Walker, Board President

_____ DATED _____
Charles Riddle, Board Secretary