

**PORT OF GOLD BEACH
MINUTES
REGULAR MEETING
September 18, 2008**

Present:

Absent:

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

**Errol Roberts, Manager
Jeff Kemp, Port Accountant
Charlie Casey, Huntley Park Manager**

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

Audience Comments: Jed Whitlof commented on how nice things are at Huntley Park and how enjoyable it is. Noel Paul also commented on how nice it is there.

Accounts Payable: **Bill McNair moved that accounts payable be approved as presented, seconded by Clay Dalrymple, Passed 5-0.**

Budget Report: Jeff Kemp reported that the Marine related income is down but everything else is even or ahead with the exception of Huntley Park. It appeared it was down \$5700 from July and August, 2007. Later, Jeff found that another \$8600 had not been posted until September 3, which will be accounted for in a revised Huntley Park report.

Approval of Minutes: **Moe Johnson moved to approve the minutes of August 21, 2008, seconded by Clay, Passed 5-0.**

Old Business:

- Policy on manager's authority to terminate an employee was discussed. Due to some confusion during the last meeting, this had not been followed up on and Charles Riddle will submit some ideas to Manager Roberts for his review.
- Core Task Review was given by Errol. The insurance settlement for the commercial dock is still on hold, waiting for a survey and final decision from special districts.

- AWOS System: Construction has started and should be finished by mid to late October.
- Clay voiced concerns regarding the high dock.
- Errol discussed the dike repair and the board felt the bid process should be started. **A motion was made by Bill McNair to go ahead with the bid process for the dike repair, seconded by Clay, passed 5-0.**
- By consensus, the board decided to discuss the Ordinance 1--99, Sections 2 and 3 at the end of the meeting.
- Errol stated that Dan Daffron has a plan to patch the roof of the port building.

New Business:

Huntley Park Review: The general feeling is to set a date for winter use by closing off the possible danger areas in the park, keeping the river view sites open for use. **By consensus, it was determined that the date for winter use will begin on November 1, running until April 1.** The subject of missing play-ground equipment was brought up and the general feeling is to pursue the replacement of same. Charlie reported on the general status at the park and he feels things will be better next year. He said people are already making reservations for next year. He also stated The Friends of Huntley Park have donated about 967 hours of labor, doing clean up and work around the park. This is the time of year that maintenance will begin. Charlie feels that port-a-potties placed in the park would be less expensive than having the vault toilets pumped as he can get two of the disabled port-a-potties for \$680 for a period of 4 months and they would be cleaned and emptied weekly. The board felt that is a good decision. He presented a wish-list including a water wagon to keep at the park in cases of a fire, a pressure washer, an air compressor and a generator. He said the mowers are always a problem and would like a commercial mower at some point. He would like to build a deck and a roof over his trailer. He said progress has been made and the park is getting more and more support from the community.

A discussion was held regarding Charlie's duties as manager and how the budget flow has been progressing from year to year. The park revenue is good although the budget is a little over in expenses. Charles Riddle explained about budget flow and cash management.

Retention of Part-Time Employees: Errol explained that a new employee schedule has been devised with one person at 40 hours per week, one at 32 hours per week and two at 24 hours per week. That schedule would give two

people every day and three people on Thursday. Errol is very satisfied with the shop crew and they seem to be happy with the new schedule.

Discussion of Discretionary Immunity: Errol provided information he received from the port insurance company. **Bill McNair moved to adopt Resolution 08-12, a resolution to establish policy regarding the establishing of discretionary immunity, seconded by Charles Riddle, Passed 5-0.**

Mission Statement: **Moe Johnson moved to adopt Resolution 08-11, a mission statement for the Port of Gold Beach, seconded by Clay Dalrymple, Passed 5-0.**

Manager's Report: Errol will attend a grant-writing seminar in Brookings for one week in October. He also spoke about an ad that was published in the Curry County Reporter without port authorization. The board felt Errol should deal with the problem without their involvement.

Ordinance 1—99: The board reviewed Sections 2 and 3 and approved Sec. 2 for ordinance and Sec. 3 for policy, with minor revisions on each. Next month Sections 4 and 5 will be reviewed.

Commissioner's Comments:

Charles Riddle felt there should be a workshop for mission statement goals. Clay Dalrymple stated that at low tide it is noticeable that a portion of the launch ramp is missing. He also would like to see the port have more involvement with the annual "Party at the Port". Bill McNair recapped the "Four Ports" group meeting in Charleston. Moe Johnson asked for motions to be passed by consensus for the regular monthly items. It was agreed to do so.

Jeff Kemp talked about a loan from OECDD that they had not been able to locate, but was found by a secretary there and the port now has the correct information. He also reviewed some stipulations regarding the lease for the copier and it was felt by all that it is a poor idea to lease equipment in the future.

The meeting was adjourned at 10:17 p.m.

ATTEST:

_____ DATED _____
Milt Walker, Board President

_____ DATED _____
Charles Riddle, Board Secretary