

**PORT OF GOLD BEACH  
MINUTES  
December 18, 2008  
7:00 p.m.**

**Present:**

**Absent:**

**Milt Walker, President  
Moe Johnson, Vice-President  
Clay Dalrymple, Commissioner  
Charles Riddle, Secretary, (By Telephone)**

**Bill McNair**

**Errol Roberts, Manager  
Jeff Kemp, Port Accountant**

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

AUDIENCE COMMENTS: Angela Harrelson, United Country Realty gave a report on the status of the Cannery Building rentals. Commercial marketing is at a standstill and commercial rates have been dropping. She thinks the Port may have to adjust their rates and make some other changes. Clay Dalrymple stated we should be competitive with our rates. Lease terms and rates were discussed. Manager Errol Roberts said Donna's Hair Salon might move into the 1st floor.

ACCOUNTS PAYABLE: Accounts payable for November 20, 2008, were reviewed **and approved by consensus.** December 5 payables were reviewed **and approved by consensus.**

ACCOUNTS RECEIVABLE: Moe Johnson inquired about the \$300 arrearage of Don Hickcox and a \$235.00 arrearage of Ken Mountain both over 90 days past due and thought they should be sent to a collection agency. Roberts pointed out that they had already been turned over. Johnson also inquired about the \$3850.00 arrearage of the Nor'Wester Seafood Restaurant which is also over 90 days past. Roberts said he has been in contact with the owner, Colleen Combs, and she has promised to bring her lease payments up to date before the end of the year.

Financial budget report was given by Jeff Kemp. Jeff stated that the auditors should provide a copy of the audit to us as it is due by the end of the year. Jeff also complimented the staff on the excellent assistance provided to him this year as he was preparing for the audit.

**APPROVAL OF MINUTES:** The Minutes for November 20, 2008, were approved on a motion by Clay Dalrymple, seconded by Charles Riddle, by consensus 3 to 0. Johnson abstained as he was not present at that meeting.

**OLD BUSINESS:** The commissioners reviewed the revision of Ordinance 1-09 and found acceptable by the board. Manager Roberts will send a copy of the policy to the police department and the sheriff's department for their input and will follow the ORS process for adoption of the ordinance.

Job description for the manager were handed out for review.

**NEW BUSINESS:**

- The lease for ODFW was discussed and explained by Manager Roberts, and it was approved for signature.
- The Weinberg Lease was on hold until we learn whether it is accepted by lessee.
- The lease renewal for Pad-A-Lock Building was discussed and signed.

**MANAGER'S REPORT:** Roberts gave his manager report and core task review. He also discussed options that are attached to our office copier. The lease is up next year. The Port has to either renew the current lease, pay the true market value or ship the copier back at the expense of the Port.

Attorney bills were discussed concerning our annual audit letter.

Roberts said SDAO will file an appeal on the Nielson lawsuit. The board has been instructed to notify the SDAO whether or not they object to the appeal. The board does not object to the appeal.

**COMMISSIONER'S COMMENTS:**

- Johnson spoke of the progress on the "Popeye" tug owned by the Port and about the upcoming SDAO conference in February, 2009.
- Milt Walker thanked Margie Roberts, Teri Dalrymple and Deb Overdevest for the work they did for the Christmas party.

The meeting was adjourned at 8:45 p.m.

ATTEST:

\_\_\_\_\_ DATED \_\_\_\_\_  
Milt Walker, Board President

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