

**PORT OF GOLD BEACH
MINUTES
January 21, 2010
Regular Meeting**

Present:

Absent:

Milt Walker, President

**Moe Johnson, Vice-President
Larry Prestininzi, Commissioner
Charles Riddle, Secretary, (Telephonically)
Bill McNair, Commissioner**

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

The meeting was called to order by Vice-President, Moe Johnson at 7:00 p.m., the roll was called and the Pledge of Allegiance was recited, led by Bill McNair.

Jan Kerbo, of Kerbo Engineering, Project Facilitator for the City of Gold Beach Wastewater Plant Construction, made a presentation to update and inform the Port about the wastewater plant construction process. Questions were answered by Engineer Kerbo and City of Gold Beach Public Works Director, Will Newdall.

Maggie McHugh of the Rogue River Watershed Council took the floor to discuss the application for the high dock. An area for mitigation must be designated and the watershed council is assisting in finding a suitable area. She said the area they had selected was a designated protected area for marine mammals, so they are now back to square one. Commissioner Bill McNair questioned that designation and Ms. McHugh said she would investigate the matter further and report back to the Port.

NEW BUSINESS: There were three tractor bids that were received and opened with the lowest bid coming from Central Equipment Company in Medford, OR at \$30,950.00. There was no decision made on a purchase. Other new business is the new Airport Ground Lease written for John Trovati for the purchase of the Schultz Hangar.

Charlie Casey, Manager of Huntley Park, responded to Manager Robert's request that he discuss with the commission on his visions and expectations, his plan and needs for the Park. Charlie said his vision is as it has always been a friendly, child friendly campground. He wants to get together with the commissioners to all go over Huntley Park with him. It was decided that all the

Commissioners should do a walk-around with Charlie, one or two at a time so as to avoid any question of there being a quorum. Charlie said he is working on things to make the park prettier and fix up the rough spots. The income for this year is comparable to last year. Charlie said that he feels about \$1000 per month in revenue was lost by removing campers from the back area in the area around the big trees, even though the danger trees were removed. Roberts inquired as to how the campgrounds withstood the recent high winds and Charlie said there was no problem. Commissioner McNair feels this matter should be settled between the two managers and not the Board of Commissioners.

Roberts said that the Forest Service is raising their camping fees considerably and the State Parks will also go up and he is considering raising the fees at Huntley Park to \$12.00, which is still lower than the Forest Service and State Parks.

Accounts payable for December 20, 2009, were reviewed and approved upon **MOTION BY Bill McNair to approve, seconded by Larry Prestininzi, passed by consensus.** Accounts payable for January 5, 2010 and debit card purchases, were reviewed and approved upon **MOTION BY Moe Johnson, seconded by Bill McNair and passed by consensus.**

Accounts receivable were viewed and the past due of Hanson was discussed and explained by Roberts.

The Budget Report was presented by Port Accountant, Jeff Kemp, who stated the year to date taxes collected are right on target. All in all, the budget is very near the actual proceeds and about \$44,000 less on disbursements predicted.

The minutes for December 17, 2009 meeting were approved by **Motion by Bill McNair and seconded by Moe Johnson** and the minutes from December 22, 2009 meeting were approved and **Motion by Bill McNair and seconded by Larry Prestininzi, and passed by consensus.**

Under old business, Roberts said he has been thinking of paying down debt and he passed out a matrix of loans. Johnson said SDAO might look upon it favorably and it might help our insurance deductible. McNair said he will be attending a session in Brookings and will present the question of advisability and will let the Port know what he learns there. Jeff said there are funds in the budget to allow early pay off of certain debts. **A MOTION WAS MADE BY BILL MCNAIR TO PAY OFF THE TWO NOTES BASED UPON JEFF'S INFORMATION THAT THERE IS ENOUGH MONEY, A NOTE TO CEDC IN THE AMOUNT OF \$9481.30, AND A NOTE TO ROGUEJETS, INC. IN THE AMOUNT OF \$2380.00, SECONDED BY MOE JOHNSON AND PASSED BY CONSENSUS.** (Before the motion was made, McNair declared a potential conflict and stated that he does not mind waiting until September when the note is due and pointed out that the loan was made at zero percent interest.)

MANAGER'S REPORT:

- Roberts has applied for a permit from the FAA to acquire a GPS system at the airport.
- He will be attending the SDAO conference in Seaside and so will Moe Johnson.
- He discussed a Local Leadership Institute seminar coming up in Bend and would like for Commissioner Charles Riddle to attend along with him as Charles has been very interested in strategic planning and goal setting for the Port and that will be the subject of the seminar.
- Lucie LaBonte and Clay Dalrymple have volunteered to be on the budget committee and he would like to have them appointed before budget meetings begin.
- Regarding the budget process, he would like to simplify the actual budget document by making it more of a recap of the information in the budget. He has not passed it by the state budget commission and plans to do so. Jeff does not feel it would be efficient in record keeping.
- He attended a Federal Appropriations Workshop presented by Senator Merkley's staff and learned the difference between a "grant" and an "appropriation". The money received for the high dock repairs was not a grant, but was, instead, an appropriation.
- Rick Jackson has inquired as to the availability of property at the Port.
- He has been looking into costs to replace the fuel hoses and nozzles at the airport. He has investigated costs for two stainless steel retractable reels, hoses and nozzles which would be about \$6700.00. The current fuel provider will pay half the cost in exchange for a new five year contact.
- He has been approached about the sale of the 11 acres owned by the Port upriver from Elephant Rock, right below "John's Hole", adjoining Rogue River Lodge. The property has no access and is in the flood plain. He will report further at a later time.
- A letter from Colleen Combs was distributed. Her current lease ends in March of 2019 and she would like to extend the time for 10 years. Robert's explained that her old lease from 1979 is still in effect and will be until 2019. McNair declared a potential conflict and discussion was held about the advisability of an extension at this time. No decision was made, but the general feeling was if that is to be done, then a new lease should be prepared now to put the conditions, agreements and verbiage in line with the current leases being used by the Port.
- The launch fees will be raised to \$3.00 per day and \$75.00 for a season pass.

COMMISSIONER'S COMMENTS: None.

AUDIENCE COMMENTS: Margie Roberts commented in regards to the Ports Leases all have the 3% annual increase. Sue Johnson also commented that she agreed with Margie Robert's opinion of the leases.

Meeting was adjourned at 9:35 p.m.

ATTEST:

_____ DATED _____
Lawrence Johnson, Vice President

_____ DATED _____
Charles Riddle, Board Secretary