

**PORT OF GOLD BEACH
MINUTES
June 17, 2010
Regular Meeting**

Present:

Absent:

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

Errol Roberts, Manager
Jeff Kemp, Port Accountant

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

AUDIENCE COMMENTS:

Barbara Meyer of Gold Beach spoke to the commission regarding Huntley Park. Mrs. Meyer read from a prepared statement until President Milt Walker stopped her and explained that there is not an issue regarding her subject and there would be no further discussion on the matter. He informed her that Charlie Casey had turned in his resignation and it has been accepted.

REVIEW AND APPROVE ACCOUNTS PAYABLE:

The accounts payable for May 20, 2010, were read and approved upon the **motion of Bill McNair, second by Moe Johnson and passed by consensus 5-0.**

The accounts payable for June 5, 2010 were reviewed and approved upon the **motion of Moe Johnson, second by Larry Prestininzi and passed by consensus 5-0.**

REVIEW ACCOUNTS RECEIVABLE: Accounts payable were reviewed and accepted with few questions asked.

FINANCIAL/BUDGET REPORT:

Jeff Kemp reported that in doing a review of the budget, it appears that the revenue side is doing as expected. He reported on each section of the budget and found everything to be close to budget. He suggested an inventory should be done at the store at Huntley Park at least every quarter. Commissioners Walker and Prestininzi will complete that task. Kemp reported the budget shows \$3900.00 in purchases to stock the store and \$2023.00 income from sales in the store.

APPROVAL OF MINUTES:

The minutes from the meeting of May 20, 2010, were discussed and it was felt there should be a change on Page 3 regarding the RFQ for engineering. To clarify the sentence, the words "for airport engineering" should be added. **The motion to approve the minutes with that change, was made by Bill McNair, seconded by Moe Johnson, approved by consensus 5-0.**

OLD BUSINESS:

The Personnel Policy Manual and Resolution 10-01 (To adopt the personnel policy and supercede the personnel policy enacted in April, 2005 and subsequent revisions) were explained by Manager Roberts. He said the personnel policy is basically taken from the Special Districts Association of Oregon with a few changes to make it more suitable to the operations of the Port of Gold Beach. He then read the resolution to the board. **The Resolution 10-01 was adopted by consensus 5-0 upon the motion of Moe Johnson and second of Bill McNair**

NEW BUSINESS:

Resolution 10-02 (to approve transfer of budget authority of funds from capital outlay to debt service and transfers) was discussed and the reasons for the necessity of taking such action were explained by Manager Roberts. **The motion to adopt Resolution 10-02 was made by McNair, seconded by Johnson and passed by consensus 5-0.**

Manager Roberts explained the change made to the budget and **Motion was made by McNair, seconded by Larry Prestininzi to adopt the budget for 2010-11 with changes, passed by consensus of the board 5-0.**

Resolution 10-03 (a resolution adopting the budget for fiscal year 2010-2011) was discussed with the total appropriation of \$2,110,150.00 budgeted. **A motion to pass Resolution 10-03 was made by Johnson, seconded by Prestininzi and passed by consensus 5-0**

ELECTION OF NEW OFFICERS EFFECTIVE JULY 1, 2010:

McNair nominated Milt Walker for the position of President. **McNair moved to close nominations for President, seconded by Johnson and motion passed by consensus 5-0.** Walker will continue in his position as President of the Board of Commissioners.

McNair nominated Moe Johnson as Vice President. **Walker moved to close nominations for Vice President, seconded by McNair and motion passed by consensus 5-0.** Johnson will continue in his position as Vice President of the Board of Commissioners.

McNair nominated Charles Riddle as Secretary. **Johnson moved to close nominations for Secretary, seconded by McNair and motion passed by consensus 5-0.**

MANAGER'S REPORT:

Roberts said he has re-written the job description for Huntley Park workers to clarify that they are responsible back to the port manager and spending authority will be approved up to a certain amount not yet determined. He has taken care of the re-staffing at Huntley. A present port shop employee, Cliff Childers and his wife, Venita will be moving there on August 1. Jeff Adrian will be moving there also and will assist as a maintenance laborer.

A Special Meeting was scheduled for June 24, 2010 at 7PM under ORS 192.660(2)(a), 192.660(2)(h), and 192.660(2)(i).

Roberts reported that the new hoses and reels for the gas tank at the airport are here and they will be installed as soon as a missing bracket arrives.

Paving is planned for the area around the airport terminal area as well as some other designated areas.

There will be plantings done in the area of the terminal.

New lights are ready to go in on the sport docks.

The template arrived from OBDD for a strategic plan. Roberts sent it to Kathy Ingram for the planning of the business plan for the Port.

The AWOS structure has rusted alarmingly in only one year. The company where it was purchased said it should have lasted for a longer period of time and are sending replacement parts and crew to rebuild the structure free of charge.

Roberts said he would like to see light standards for each of the parking lots. The price is about \$5,000 per light. He will be starting a project to work on getting the lighting in the large parking lots and will be doing research into revenues for that purpose.

Roberts said he has had some requests from tenants regarding a signage policy. Walker advised him to check with the city administrator on signage regulations within the city.

COMMISSIONER'S COMMENTS:

Prestininzi offered to volunteer in starting the sea lion hazing project early this year. He feels it should be started now instead of waiting until it usually starts. Roberts said he will see if he can obtain the hazing material and then Prestininzi can start immediately. It was also requested that Roberts obtain a copy of the accountings for the project for the past 5 years.

Johnson made a motion to adjourn the meeting, seconded by Prestininzi, passed by consensus 5-0.

Meeting adjourned at 8:45 p.m.