

PORT OF GOLD BEACH  
BOARD OF COMMISSIONER'S  
REGULAR MEETING  
June 21, 2012

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PRESENT:

Milt Walker, President  
Bill McNair, Vice-President (arrived at 6:55)  
Charles Riddle, Secretary  
Larry Prestininzi (arrived at 6:35)  
Lawrence Johnson

ABSENT:

Errol Roberts, Port Manager  
Debbie Collins, Asst. Port Manager  
Jeff Kemp, Accountant

The meeting was called to order at 6:05 pm by Board President, Walker. The roll was called and the Pledge of Allegiance was recited.

**PUBLIC COMMENT:**

Commissioner Johnson started the meeting off with thanking Manager Roberts for his years of service at the Port and the great job he has done in getting the Port in the shape it is in now. The Board agreed and applauded Roberts.

Mark Lottis gave an update on the Sea Lion Program for Curry Sportfishing Assn. saying that they have acquired insurance and will be the sole responsible party for the program. Lottis also reported that the Coast Guard has changed their policy on bar closures and that it may cause some problems for the commercial fishermen and charters to access the ocean at their liberty.

*ACCOUNTS PAYABLE:*

**MOTION: To approve the accounts payable of May 20, 2012.**

Passed by a vote of 3 for, 0 against, on motion made by Riddle and seconded by Johnson; Prestininzi and McNair not present.

**MOTION: To approve the accounts payable of June 5, 2012.**

Passed by a vote of 3 for, 0 against, on motion made by Walker and seconded by Riddle; Prestininzi and McNair not present.

*ACCOUNTS RECEIVABLE:*

Roberts reported that possession of VanKampen trailer has been taken by the Port and that Hill/Halcomb paid the account in full and pulled their trailer out of storage.

*BUDGET REPORT:*

A brief report of the budget and financials was given by Kemp with no questions from the Board.

*APPROVAL OF MINUTES:*

**Motion: To accept the May 17, 2012 minutes as presented.** Motion made by Johnson and seconded by Riddle. Motion was passed by a vote of 3 for, 0 against; Prestininzi & McNair were not present.

*OLD BUSINESS:*

Roberts reported that by 2013 it will be a requirement to have a Strategic Business Plan in order to get grants from the state. The Board agreed that Roberts should send out letters for quote.

The topic of loan refinance will be put on next months agenda since there was no new information received from Sterling Bank as of the meeting.

*NEW BUSINESS:*

**Motion: To adopt Budget as proposed for 2012-13.** Motion made by Johnson and seconded by Riddle. Motion was passed by a vote of 4 for and 0 against; McNair was not present.

**Motion: To accept Resolution 12-03.** Motion made by Riddle and seconded by Johnson. Motion was passed by a vote of 4 for and 0 against; McNair was not present.

After some discussion on the hiring of Debbie Collins as Port Manager, Commissioners agreed on a salary and terms as well as start date.

**Motion: To hire Debbie Collins as Port Manager effective July 1, 2012 with a start salary of \$36,500. There will be a 3 month performance review with the**

**prevision of a salary review at that time.** Motion made by McNair and seconded by Johnson. Motion was passed 5 for and 0 against. Riddle made additional comment in regards to a letter of employment offer be signed by both Collins and the Board of Commissioners, the Board agreed.

South Coast Community Resource Center (SCCRC) approached the Board with the possibility of moving to Suite "I" on October 1<sup>st</sup> when it becomes available to reduce their monthly cost. SCCRC is a non-profit organization and has lost quite a bit of funding per Margie Roberts. The other proposal was presented to the Board to reduce the monthly rent in their current Suite "G" and charge them for the useable space in the office rather than the square footage that was un-usable as well to bring their monthly payment amount down to \$300.00 per month.

**Motion: To amend the lease and change the billing to the useable square footage and charge .50¢ per sq. ft. effective July 1, 2012 billing.** Motion made by McNair and seconded by Riddle. Motion was passed 5 for and 0 against.

Discussion was had in regard to renewing Auditor contract with Scoville & Reiber for the next 3 years. **Motion: To renew contract with Scoville & Reiber for the 3 year contract.** Motion made by Johnson and seconded by McNair. Motion was passed 5 for and 0 against.

Roberts gave the update on the progress of the Taxiway Replacement project and the FAA Grant.

**MOTION to:**

**1. continue the taxiway replacement project in the amount of \$987,482.50 which will obligate the Port of Gold Beach for a 10% match of this figure with the understanding that these obligations may increase up to 15%, and**

**2. award the construction contract in the amount of \$789,670.50 to Tidewater Construction contingent upon a grant offer from the FAA, and**

**3. give authority to the Port Manager to accept the FAA grant and award the construction contract.**

Motion made by Walker and seconded by Johnson. Motion was passed 5 for and 0 against.

*MANAGER'S REPORT:*

Huntley Park - Roberts reported for Dykes that the new water line was installed and once the spigots were installed would be ready for use.

Port Manager - Roberts went thru the Core Task with comments and also stated that the paving had been completed in the front of the terminal at the airport. Roberts also stated that he had been approached by a gentleman that is interested in setting up a tent at the Port and selling some of his products for a few months during the summer.

*COMMISSIONER'S COMMENTS:*

Johnson requested that the entry to Huntley Park be cleaned up and organized to make it more inviting when driving into the Park. McNair mentioned that maybe putting up a nice tall cedar fence in front of the area where things are stored would be a good way to beautify.

Riddle commented on the meeting time and wondered if it was still a benefit to have the monthly meeting start at 6:00 pm for the summer. Commissioners' response was that it was fine to leave it at that time.

*PUBLIC COMMENT:*

Collins reported that there was interest from an artist to be able to set up her painting for a day and sell them at the Port.

*ADJOURN:*

**MOTION to adjourn** made by Walker and seconded by McNair. Motion was passed by a vote of 5 for and 0 against at 7:53PM.