

PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
REGULAR MEETING
July 18, 2013

PRESENT:

Milt Walker, President
Bill McNair, Vice-President
Charles Riddle, Secretary
Mark Harshman, Commissioner
Mark Lottis, Commissioner

ABSENT:

Debbie Collins, Port Manager
Jeff Kemp, Accountant

The meeting was called to order at 6:00 pm by Board President, Walker. The roll was called and the Pledge of Allegiance was recited.

AUDIENCE COMMENTS:

None

HUNTLEY PARK:

Manager Collins reported that Shawn and Patty were planning on attending but must be running late so President Walker decided to come back to Huntley Park on their arrival.

OLD BUSINESS:

Collins asked Walker if they could take the meeting out into the Port Shop for the update so the meeting moved out and Collins went through the repairs that had been done and some of the changes that have taken place. There was a change order to finish off the west side of the building and the added cost of upgrading to galvanized overhead doors as well as the column repairs totaling a cost of \$5040.00 She showed the Board the building footings and the repairs to the three columns per Tor Flatebo. Collins informed the Board that Tor would be doing the inspecting of the job under the supervision of the county. Collins told the Board that she has rented the Boom Fork to Chambers Construction for the repairs of the building.

Collins reported that the taxiway replacement is all but completed, the striping was finished today and there will be a weekly meeting on Friday the 19th to discuss final project topics. The project was scheduled to go through August 7th but has completed earlier than expected.

NEW BUSINESS:

Walker welcomed the new Board Commissioners, Mark Harshman (position #1) and Mark Lottis (position #3) to the Board and continued to read and brief the new Commissioners on the responsibilities of the Board.

Election of Officers for FY 2013-2014: Harshman nominated Walker for President, Riddle seconded; McNair closed and Harshman seconded. A vote of 5 for, 0 against for Walker as President. Harshman nominated McNair for Vice President, Walker seconded; Riddle closed and Walker seconded. A vote of 5 for 0 against for McNair as Vice President. Walker

nominated Riddle for Secretary, McNair seconded; Walker close and McNair seconded. A vote of 5 for, 0 against for Riddle as Secretary.

Curry County Veteran's Memorial Association sent a letter requesting release from their lease due to their inability to build in the location previously leased. **MOTION: To release Curry County Veteran's from their lease.** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 5 for, 0 against.

APPROVAL OF MINUTES:

MOTION: To accept the June 20, 2013 minutes as presented. Motion made by McNair and seconded by Riddle. Motion passed by a vote of 5 for, 0 against.

ACCOUNTS PAYABLE:

MOTION: To accept accounts payable for June 20, 2013. Motion made by Riddle and seconded by Harshman. Motion passed by a vote of 5 for, 0 against.

MOTION: To accept accounts payable for June 28, 2013. Motion made by Riddle and seconded by McNair. Motion passed by a vote of 5 for, 0 against.

MOTION: To accept accounts payable for July 5, 2013 Motion made by McNair and seconded by Walker. Motion passed by a vote of 5 for, 0 against.

ACCOUNTS RECEIVABLE:

Bug-E-Boyz was noted as being in the 61 - 90 day past due column and McNair asked Collins to look at their lease for default terms and send a letter out, the Board agreed.

BUDGET REPORT:

Jeff Kemp went through the entire budget report with the Board and explained in detail to the new Commissioners how he prepared the report and explained the different aspects of the budget. Kemp also suggested that the Board put more money in the General Fund for future grant reimbursements. Riddle explained why there is different accounts and the purpose of each account.

MANAGER'S REPORT:

Collins reported that she sent a letter to the Rosenthal (post office) as per the request of the Board at the previous meeting regarding the landscaping and lack of upkeep. Greg Rosenthal told her that he had contacted the new Post Master about the letter received and that they needed to address the landscaping issue. The Post Master asked him to give her a couple weeks to see what she could find out and do to remedy the situation which in turn the Rosenthal's have asked for a the same time to report their findings. Collins reported that the first billing for the Ports building repairs had come in today and the amount is \$20,242.12 which will appear on the next payables. Collins also informed the Board that the taxiway billing for June had come in and the amount of \$407,088.73 would be on the next payables to Tidewater also. Collins told the Board that Huntley Park has incurred several big expenses in the month due to the need for batteries for the golf cart coming in at \$800.00 at a discounted price through Chevron and the help of Everett. Also the zero turn mower at the park is now in for a new motor to the cost of approximately \$1300.00. Collins asked the Board if they were going to give Laurie Herrera any increase in pay in the new year as she was giving employees a 3% increase. The Board discussed an increase for Herrera and decided to give her a 3% increase as well. **MOTION: To give Laurie Herrera a 3% increase.** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 5 for, 0 against. Jeff Kemp brought up the Managers Salary and asked the Board for direction on if they wanted to give any increase to the Manager. The Board discussed what the current amount was. Collins was directed

to give each of the commissioners a copy of a Managers Review Report for them to fill out and put to review the Managers salary on the August Agenda and any increase would be retro active. Lastly Collins asked the Board if they had seen the new pathway lights from the Nor'Wester to the launch ramp that had been put in thanks to the match grant from SDAO. Collins suggested to the Board that if they had not seen them they should take a look, they look fantastic!

COMMISSIONER'S COMMENTS:

Harshman had no comments. Riddle asked if Bug-E-Boyz were sent a letter of dissatisfaction about the airport fuel tank. Collins told Riddle that she and Commissioner McNair have not had an opportunity to get together on that yet. Riddle then handed out a sheet for discussion on updating the Ports Strategic Plan and major task & capital improvement plans for the next 5 years. Riddle asked that it be put on the August Agenda. Lottis had no comments. McNair reported on the latest update of dredging. McNair stated that the State Coastal Caucus has agreed to fund 3 million dollars to Oregon small ports for use by them. McNair explained that permits are the biggest challenge and that the South Coast Ports are looking at getting dredging permits or starting the process of mapping and sampling that are needed to be ready for doing any dredging. McNair said he would keep the Board posted on the dredging issues. Walker had no comments.

AUDIENCE COMMENTS:

Patty and Shawn Wallace from Huntley Park made it in and introduced themselves to the Board members who hadn't met them. They gave a report on the visitors at the park and said they are continually mowing and cleaning things up. Tom Schultz asked wondering where the VFW Memorial moved to and Collins answered by telling him it is now being built on the south side of town by the visitor center. Dixi Boley asked if the holes were filled on the walk, Collins responded saying they were and that is the new walkway lighting that is in.

A two minute break was called before going into Executive Session at 7:48.

At 7:50 Walker called the Executive Session to order. At 8:00 the regular meeting was call back to order with no decision being made.

ADJOURN:

MOTION to adjourn made by McNair and seconded by Harshman. Motion was passed by a vote of 5 for and 0 against at 8:04PM.