

PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
REGULAR MEETING
September 19, 2013

PRESENT:

Milt Walker, President
Bill McNair, Vice-President
Charles Riddle, Secretary
Mark Harshman, Commissioner
Mark Lottis, Commissioner (arrived 6:20)

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:

Patty and Shawn Wallace reported that the Park had been busy July and August but after Labor Day the occupancy dropped down to ten or so with the talk of fishermen saying they would come back if the fishing picked up. All in all the Park is doing well and with the slow down they can get back to weed eating and mowing!!

OLD BUSINESS:

Manager Collins reported that the taxiway was scheduled to be seeded on Tuesday, September 24th and that the airport would be closed from 8:00 am until 1:00 pm to complete this process. Commissioner McNair went in to the Ports Strategic Planning for the Marina and Intergovernmental issues at hand being dredging and where it stands. McNair spoke in part for Lottis who had not arrived yet about the possibility of extending the parking area for the fish cleaning station also the development of the South Jetty, funding for the High Dock, Expanding the Commercial Dock and mapping of the interior basin. Riddle asked McNair about the condition of the High Dock and McNair reported that he didn't see any immediate failings and that he suspects that the current repairs would last probably 10 years or so. The next report will be in November and Commissioner Harshman will report with Lottis reporting in December and Walker at the January meeting.

NEW BUSINESS:

McGinnis Airport Lease was approved with **MOTION: To accept the McGinnis lease as written.** Motion made by Riddle and seconded by Harshman. Motion passed by a vote of 5 for, 0 against. Commissioner Riddle asked what the square footage was to the hangar and Collins responded.

Rogue King Seafood Inc., (Fishermen Direct) Cannery Lease was presented to the Board for approval. **MOTION: To accept the Rogue King Seafood Inc. lease as written.** Motion made by McNair and seconded by Lottis. Motion passed by a vote of 5 for, 0 against.

Other New Business was Auto Payment for Recurring Bills. Jeff Kemp discussed with the Board different things that have been going on with banking; payroll taxes, airport fuel, debit card payments, now direct deposit for payroll and with that he would like to also include making bank payment check to the usual "Recurring" bills the Port pays each month. The bank is encouraging the Port to go to bill payments on line. The Board discussed different aspects and liabilities of auto payment and Kemp addressed one issue stating he had spoke to the Auditor about doing so and the Auditor's response was we would only need to change our operating procedure in the policy manual.

MOTION: To have Accountant Kemp and Manager Collins produce a vender list and dollar amount to present to the Board for approval of auto payments at next meeting. Motion made by McNair and seconded by Harshman. Motion passed by a vote of 5 for, 0 against.

APPROVAL OF MINUTES:

MOTION: To accept the August 15, 2013 minutes as presented. Motion made by Riddle and seconded by Harshman. Motion passed by a vote of 5 for, 0 against.

ACCOUNTS PAYABLE:

MOTION: To accept accounts payable for August 20, 2013. Motion made by McNair and seconded by Walker. Motion passed by a vote of 5 for, 0 against.

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

ACCOUNTS RECEIVABLE:

Bug-E-Boyz was noted as still being past due which resulted in the Board directing Manager Collins to seek legal advice on the matter.

BUDGET REPORT:

Jeff Kemp went through the budget report with the Board.

MANAGER'S REPORT:

Collins informed the Board that she was talking with the Coast Guard about possibly coming to a meeting and informing the Board and the Public about how "Bar" closures are done. The Board agreed that was a good idea and that a safety meeting would be nice held in May and have a "Special Session" to invite the public. Collins told the Board that she and the Port of Brookings are working together and that they are now picking up all of the fish waste and that we were no longer paying to have it removed. Collins said that a tuna boat named "Crystal Sea" came into Port and sold tuna for a couple days. The locals enjoy being able to purchase fish off a boat. The City of Gold Beach has implemented a new \$2.00 charge on water bills which now puts the two meters we have (one on Port Dr. and one at the Jetty) up to \$9.50 per month. Collins asked the Board if there were any foreseeable plans for the meter on Port Dr. or if the Port should let it go. It was the consensus of the Board to terminate that meter. Collins referred to some work being done around the Port, that she has had Cliff and Dan remove the old entrance to the office and build a new one and that it was coming along really well. Bill has been working on pouring concrete bases around the new REIL's at the airport for safety around the new lights from mowers and other equipment. Collins billed Tidewater for the cost of repairing the windsock that got damaged while the taxiway was being put in and that the Port had received payment in the amount of \$255.36. There was damage done to a ladder on an RV parked in the compound yard that is believed to be done while the big dumpster was parked for debris removal from building repairs. Collins said the amount to fix per phone would be approximately \$272.00 and that she would pay for the repair. OSMB will be sending an invoice for \$300.00 which would be for reimbursement of the three months that the pumpout/dump station

was not operative. She also said that the OSMB will be reducing the funding for this year also until the pump is repaired. Collins stated that she has had McGinnis Electric come and look at it and that Wills has put time into trying to get it running. The Board agreed that if possible for the Port to "decommission" the pumpout with out penalty that is what they would like to do. Collins told the Board that she would be attending a South Coast Ports meeting in Bandon on Tuesday to go over the IGA that she handed out also that she would be attending the PCC Conference in Eureka October 8th -11th. Collins wondered about the Manager Evaluation and whether to put it on October's Agenda. After some discussion on the possible lack of attendance it was decided to put it on November's Agenda.

COMMISSIONER'S COMMENTS:

Harshman had no comments. Riddle asked what the procedure was for the Manager's Review. McNair responded that two of the Commissioners could get together and go over them. Lottis had no comments. McNair commented that the Coastal Home Health Hospice sign did fit the standard set for the Cannery Building and would like to see a new one professionally done and the Board agreed. Walker had no comments.

AUDIENCE COMMENTS:

Comment made in regards to walking a dog by the fish cleaning station and fishermen yelling to get the dog away so it didn't get Salmon poisoning. Audience member had no idea that Salmon blood or bones were poisonous to dogs. Commissioners spoke saying that everyone who lives here knows that but that maybe a sign for tourist warning them of the Salmon poisoning would be a good idea.

ADJOURN:

MOTION to adjourn made by McNair and seconded by Riddle. Motion was passed by a vote of 5 for and 0 against at 8:20PM.