

PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
REGULAR MEETING
November 21, 2013

PRESENT:

Milt Walker, President
Charles Riddle, Secretary
Mark Harshman, Commissioner

ABSENT:

Bill McNair, Vice-President
Mark Lottis, Commissioner

Debbie Collins, Port Manager
Jeff Kemp, Accountant (Arrived at 6:30)

The meeting was called to order at 6:02 pm by Board President, Walker. The roll was called and the Pledge of Allegiance was recited.

AUDIENCE COMMENTS:

Colleen Combs owner of the Nor'Wester Restaurant asked the Board for a 5 year moratorium on all Port leases stating that businesses are struggling and the annual 3% increase in this hard time is straining businesses. Colleen stated that her business was down 43% since 2007 and that it is difficult to keep up with the increase. There was some discussion with the Board and it was decided to discuss the matter with a full Board at a later time.

HUNTLEY PARK:

Shawn Wallace reported for Huntley saying it was very slow but he is hopeful that there will be campers coming to stay while mushroom picking.

OLD BUSINESS:

Manager Collins informed the Board that she has billed FAA for \$24,947.00 to reimburse for the Taxiway and stated that there would be one more final billing. Commissioner Harshman handed out a sheet on the Up River Lands and the potential capitol improvements he saw. Harshman first commented on the fact that when he went to Huntley Park he found Shawn and Ernie (Assistant Park Host) working hard to clean up after the wind and storm blew through. Harshman went on to talk about a BBQ pit that he saw that was falling down and said that Wallace and Manager Collins were handling that issue. One of the potential improvements he found was the water system. Harshman said the system was not a good one and there were a lot of issues. Collins spoke in saying that the UV System was a very good system but it is very inefficient when it comes to watering the grounds. The system can not handle the constant flow without a holding tank and when the watering is done, it pulls the water straight out of the well and the filters immediately fill with mud which makes the system inefficient. Harshman suggested that maybe an extra pipe could be run out of the well and bypass the system for the watering. Some other improvement ideas were to pave the access road to campsites and possibly add water and electric to some sites. Wallace made a comment that he has had people leave because of no electric for people who sleep with a breathing machine. Riddle and Walker discussed the fact that the subject was brought up a few years ago and the Board decided against it and to keep the Park more on the rustic side. Some discussion was had on the store and what its future holds. Harshman mention that the signs on a couple Port gravel bars were unreadable; Collins stated that she had

ordered new ones. The Watershed Council has replaced the culvert on Canfield Bar and has plans to replace the culvert at Jim Hunt Bar as well. Riddle asked if the Watershed Council was responsible for maintaining them or if the Port was. Riddle asked Collins to look into that. The outcome of the conversation was to put as #1 potential capitol improvement to improve the water system and #2 the assessment of water and electric to some of the sites. The topic of a launch ramp came up and it was decided that some more thought needed to go into putting one in at Huntley Park. Collins did report that OSMB did have it on their list of future needs as a high priority.

NEW BUSINESS:

Collins gave a briefing on the three Bids for the Strategic Business Plan (SBP) and after some discussion the Board decided on BergerABAM for the contract. **MOTION: To award the Bid Contract for the SBP to BergerABAM.** Motion made by Walker and seconded by Harshman.

Motion passed by a vote of 3 for, 0 against. Commissioners McNair and Lottis were absent. A second motion was made to give Manager Collins authority to sign the contract for the Bid.

MOTION: For Manager Collins to sign the Bid Contract with BergerABAM. Motion made by Walker and seconded by Harshman. Motion passed by a vote of 3 for, 0 against. Commissioners McNair and Lottis were absent. Collins explained the Pennies for Pooches Lease and why after the Board agreed to a lot line adjustment and give them the property they would need one. Since the lot line adjustment had not been done yet, it was less of an expense for Pennies for Pooches to have a 99 year lease with one 99 year renewal. **MOTION: To accept the Pennies for Pooches Lease.**

Motion made by Riddle and seconded by Harshman. Motion passed by a vote of 3 for, 0 against. Commissioners McNair and Lottis were absent.

APPROVAL OF MINUTES:

Minutes could not be approved by the attending Board Members and will be put on December 19th Agenda.

ACCOUNTS PAYABLE:

MOTION: To accept accounts payable for October 20, 2013. Motion made by Walker and seconded by Riddle. Motion passed by a vote of 3 for, 0 against. Commissioners McNair and Lottis were absent.

MOTION: To accept accounts payable for November 5, 2013 Motion made by Riddle and seconded by Walker. Motion passed by a vote of 3 for, 0 against. Commissioners McNair and Lottis were absent.

ACCOUNTS RECEIVABLE:

Commissioner Riddle asked what happened, they look really good. Collins responded, they did look great with only two not current receivables. She also informed the Board that she sent a bill to Bug-E-Boyz for the legal fees to collect their arrears.

BUDGET REPORT:

Jeff Kemp went through the budget report with the Board. Kemp also reported that he was done getting the Audit information in and it should be finished before the end of the year. Kemp also reported that it has been a long terrible road getting the auto payments going with too many glitches and troubles getting them paid. Kemp said the payroll is working fine now that he has the rules of timing to get them in but the payables do not work well and said it would be easier for all to go back to the old way which is printing and signing checks since several of the bills cannot be paid

online. The Board agreed and the bill paying will go back to regular checks with the exception of the retirement payment being paid electronically.

MANAGER'S REPORT:

Collins asked the Board if they knew who owned the spiral poles from the Sea Lion blockades. It was thought maybe it belonged to ODF&W. The reason is that the City was interested in them for bicycle racks. Collins reported that the airport fuel tank 100LL side had a small leak on the pipe when fuel was being pumped and that there would be an expense to fix it soon. She told the Board that our new signs were completed for the office and shop and would arrive tomorrow. Lastly Collins reported the Sport Restroom has a new awning and the Terminal Building was getting a face lift and starting to look fresh. Riddle asked

COMMISSIONER'S COMMENTS:

Harshman had no comments. Riddle had no comments. Walker brought up Colleen Combs request about the 5 year moratorium on all leases and what the Board thought about it. There was some discussion on how the 3% increase came to be years ago. Riddle suggested that Manager Collins send out an email to the Board and get some input and report back to the Board. The Board agreed not to do anything at this point.

AUDIENCE COMMENTS:

There were no audience comments

EXECUTIVE SESSION:

President Walker excused the audience under ORS 192.660(2)(i) at 8:10. The Board went back to regular session at 8:28 with no action.

ADJOURN:

MOTION to adjourn made by Riddle and seconded by Harshman. Motion was passed by a vote of 3 for and 0 against; at 8:30PM. (Commissioners McNair and Lottis were absent)