

PORT OF GOLD BEACH  
BOARD OF COMMISSIONER'S  
REGULAR MEETING  
January 22, 2015

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PRESENT:

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

ABSENT:

Jeff Kemp, Accountant

Debbie Collins, Port Manager

The meeting was called to order at 6:01 pm by Board President, Walker. Roll was called and the Pledge of Allegiance was recited.

AUDIENCE COMMENTS:

Mark Lanier introduced himself as the new reporter for the Curry County Reporter. Karla McMorran introduced herself as the party which was in the process of having a lease written for the new shop in the Cannery Building. Karla said she was going to open The Christmas Shoppe in what was the old Cone Amore' Suite. She told the Board of previous businesses she had owned and that she was very excited to be opening a business in Gold Beach. Geri Kendall, owner of Cone Amore' thanked the Board for working with her in the beginning to be able to keep her businesses open in the Cannery and said she was looking forward to having Cone Amore' combined with the Coffee Dock. She stated that she was working to get the Coffee Dock remodeled and had run in to some problems with the way the electric was run through the counter but hoped to resolve it quickly. Geri said she was turning in 2 of her keys and that she still owed the port 2 more that she hoped to give by the end of the month. Collins stated that she had been working with McGinnis Electric to resolve separating the electric between Suite 102 and 102A and would keep the Board informed.

HUNTLEY PARK:

Manager Collins reported for Huntley Park saying it was still slow but there have been some campers in and out. Park Host Wallace stated that the bathroom was getting steady traffic from all of the fishermen! Collins also stated that there has been some work completed in the bathroom, replacement of the corroded pipes and that they are watching a couple of the toilets for leaks that were very random and hope to have them fixed when it was narrowed to where the leaks were coming from. Tom Schultz, audience member asked Walker if he could mention something, Walker agreed. Schultz mentioned that he had had an issue with water behind his toilet and that it was figured out that the condensation from the tank was where the water was coming from. Collins thanked him and said that was good information however the toilets at the park did not have a tank so it was something else.

*OLD BUSINESS:*

Walker asked Manager Collins for an update on the bay enclosure cost. Collins gave the Board the information she had on three different proposals she had ranging from a budget of \$95,000 for

materials and installation to \$44,380.00 for the full project. After some discussion the Board came to a decision. **MOTION: To have Napier Construction enclose the bays including removal and installation of new metal including clear panels on the back side for light, gutters, 7 doors 11 x 12, insulated vapor barrier on the 7 enclosed bays as well as enclosing the north side of the bays and plywood cover for the remaining bays for the cost of \$44,380.00.** Motion made by McNair and seconded by Harshman. Motion passed by a vote of 5 for, 0 against. Collins stated that she was checking with the county to see if a permit would be required and that the port would attain if needed.

Walker then directed the meeting to Commissioner Riddle to discuss the Core Task list and assigning priorities. Riddle handed out a summary of the December meeting for the Board to look over. Riddle explained the importance of setting up task for the Board to discuss and prioritize for the future. Some discussion was had and decided that a separate meeting should be held to go into details on how to do just that. A meeting date of February 25, 2015 at noon was scheduled to discuss setting priorities and task.

#### *NEW BUSINESS:*

The Board reviewed the current storage rental agreement and found that it covered evictions and the process well. They also looked over an agreement that Riddle had brought in and decided that the port should incorporate some of the language into the ports current agreement as well, Collins said that she would do so.

#### *APPROVAL OF MINUTES:*

**MOTION: To approve the November 20, 2014 minutes.** Motion made by Riddle and seconded by Harshman. Motion passed by a vote of 3 for, 0 against. (Lottis and McNair were absent)

**MOTION: To approve the December 18, 2014 minutes.** Motion made by Walker and seconded by Lottis. Motion passed by a vote of 4 for, 0 against. (Harshman was absent)

#### *ACCOUNTS PAYABLE:*

**MOTION: To accept accounts payable for December 20, 2014.** Motion made by McNair and seconded by Harshman. Motion passed by a vote of 5 for, 0 against.

**MOTION: To accept accounts payable for January 5, 2015** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 5 for, 0 against.

#### *ACCOUNTS RECEIVABLE:*

There was some talk on Jim Mauch and his becoming in arrears again. Collins told the Board that she had been in contact with him and that he was waiting for an insurance check for the damage to his building. Collins also told the Board that she informed him that his property taxes would be added to his monthly bill so he would see a significant jump in the amount due. Collins reported to the Board that she had been in contact with the County Assessors office about the past due taxes and that currently Mauch needed to pay his 2011 taxes before May 15<sup>th</sup> 2015 to avoid foreclosure and that amount was \$2,219.98. Collins stated that Mauch's total taxes due was \$8,323.27.

#### *BUDGET REPORT:*

Jeff Kemp was absent for the meeting and Collins briefly went through the report.

#### *MANAGER'S REPORT:*

Collins stated that she was writing the lease for Karla McNorran for Suite 102 for a store called The Christmas Shoppe, also Ms. McNorran had asked about the possibility of putting up a sign on the north side of the Cannery Building if finances permitted. The Board discussed the possibility

and that they had to be consistent with current signage and other tenants for signage. The Board told McNorran to bring a sign design in for them to decide. Collins told the Board that she had billed NOAA \$1,390.00 for equipment use, man power and storage of the NOAA Buoy. Collins stated that Commissioner Walker asked her to get pricing for the north jetty grading and she stated that when she was talking to Scott Knox about the work that Knox agreed to do the grading at only the cost of hauling his dozer to the area and he would do the work at no charge. Collins told the Board that she was forwarded a citizen concern to her in regards to the erosion on the south beach and that she had sent an email to DSL about the concern and that she hadn't heard back from them yet on the issue. Collins updated the Board on the added parking spaces at the fish cleaning station and that she was working with OSMB on trying to get a Grant for the project. Currently the OSMB thought the amount would come in higher than a small Grant would allow but they were working with their engineers to come up with another solution to fund the project. Collins stated that she had also given the plan to Tor Flatebo to measure and draw, she would keep them informed. Lastly Collins said there was a SCPC meeting on Monday in Bandon hopefully to have a total list of equipment and plans for the State purchase of a dredge.

#### *COMMISSIONER'S COMMENTS:*

Harshman and Riddle had no comments. Lottis commented that since the Board was looking at the rental agreements that maybe they should consider a moorage agreement. Collins stated that the Port had a moorage agreement currently but she would like to change the insurance requirement to all boats rather than just boats over 50 ft, the Board agreed that was a good idea and the Port should require all boats to have insurance. Lottis then asked if there was any other discussion about his attendance or if the issue was satisfied. Walker spoke saying that he would like to read the letter that he had made up for the October meeting so Lottis understood what he wanted to see happen. Walker read the letter (attached) Lottis understood and stated that if the topic was over then it would be considered a dead issue, the Board agreed. McNair commented that he had looked in to getting the signage on the fuel fence by the "Mary D" redone and though the project was done by a Grant the maintenance needed to be kept up by the port. The cost would be \$1,600.00 since there were no changes that need to be done and Colt Signs still had the artwork. The Board agreed to the cost of the sign replacement. McNair also stated that he was working on a new sign for the back of the Rogue Jet sign that currently advertised the museum and that he was looking into making it more of a directory of port businesses. McNair said he would keep the Board informed. Walker had no comments.

#### *AUDIENCE COMMENTS:*

Charlotte Ramsey commented that she had been to a Chamber Luncheon on Tuesday and that the new county Director of Administration, Julie Schmelzer gave a speech talking about how she had been getting calls from the surrounding towns, airports and people but didn't mention Gold Beach Port or Airport. She stated that she didn't want to interrupt her speech so afterwards she spoke to Schmelzer and inquired why she didn't mention Gold Beach Airport or Port and that Schmelzer said she had reached out but hadn't gotten any response. Collins stated that was funny since she had attended meetings with Schmelzer and had just run into her at Fred Meyer a couple weeks ago. McNair stated that it was not the job of the port to reach out to her that she was hired to reach out to businesses and that there was no blame to be put on the port. He also stated that Gold Beach Airport was one of the nicest on the Oregon coast and that it would be hard not to acknowledge it. Ramsey then stated that she had called Collins about the Suite 102 that would be available and that Collins said she was going to advertise it but she hadn't seen it in the paper. Collins spoke up saying that she would probably advertise the space but since she had a party come to her with a business plan and deposit there was no need to advertise. Karla McMorran stated

that she came in the very next day with a deposit and business plan after she had looked at the space. There were no more comments.

Walker closed the public meeting at 7:40 for a 5 minute break before going into Executive Session.

*EXECUTIVE SESSION:*

Session began at 7:45 and concluded going back into regular session at 8:40.

Regular session began with a; **MOTION to give Collins an additional 1 week vacation per year with Collins bringing an addendum stating so to the February Meeting for signatures and adding to her Manager Agreement.** Motion made by McNair and seconded by Lottis. Motion was passed by a vote of 5 for, and 0 against.

*ADJOURN:*

**MOTION to adjourn** made by McNair and seconded by Harshman. Motion was passed by a vote of 5 for, and 0 against at 8:45 PM.