

PORT OF GOLD BEACH  
BOARD OF COMMISSIONER'S  
REGULAR MEETING  
July 16, 2015

PRESENT:

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

ABSENT:

Jeff Kemp, Accountant  
Debbie Collins, Port Manager

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

AUDIENCE COMMENTS:

Brent Laina protested his notice of exclusion and stated his willingness to pay. The board upheld the terms of the exclusion. It was clarified that someone else could launch Laina's boat and pick Brent up at a non-excluded location; Fowler was to speak with Brent at a later time to make sure this condition was understood.

Kelly Timchak of the Watershed Council thanked Debbie for her time and efforts on the board.

HUNTLEY PARK:

Wallace reported that the park was busy and they even had to turn people away on the 4<sup>th</sup>; sales are up from the same time last year. The commissioners expressed their appreciation of his efforts and the park's performance.

*OLD BUSINESS:*

None

*NEW BUSINESS:*

**MOTION: To approve Blanchard hanger lease.** Riddle had a question regarding the wording on aircraft construction as an intended use. Motion made by Riddle and seconded by McNair. Motion passed by a vote of 5 for, 0 against.

**MOTION: To approve audit contract with Larry Reiber, C.P.A.** Motion made by Walker and seconded by Fowler. Motion passed by a vote of 5 for, 0 against.

It was decided to hold discussion on the James Mauch lease space use issues until a future meeting to give the port and commissioners time to gather and review information.

*APPROVAL OF MINUTES:*

**MOTION: To approve the June 18, 2015 minutes.** Motion made by McNair and seconded by Lottis. Motion passed by a vote of 5 for, 0 against.

*ACCOUNTS PAYABLE:*

**MOTION:** To approve the June 20 and June 30, 2015 payables. Motion made by McNair and seconded by Walker. Motion passed by a vote of 5 for, 0 against.

*ACCOUNTS RECEIVABLE:*

No Comments

*BUDGET REPORT:*

Kemp went through the budget report with few questions. He asked for clarification on the port's policy regarding compensation for accrued/unused sick leave at separation and accrued vacation time above the accrual limit. It was stated that port policy is to not pay for accrued sick leave on separation and to not pay for accrued vacation above the approved limit but not taken.

*MANAGER'S REPORT:*

Discussion on the County's request for an easement on Jerry's Flat Road. Motion: To approve the county's request for an easement on Jerry's Flat Road. Motion made by Walker and seconded by Fowler. Motion passed by a vote of 5 for, 0 against. Collins reported that the contract with Jack Napier was signed for \$28,096 and that work would start in September or October. Collins also reported on the desire for a pedestal to hold a plaque acknowledging Freeman Marine's sponsorship of bridge lighting. The board goes along with this. Collins indicated that we continue to see end of life issues on some Cannery Building heat pump units and the board concurred on spending \$4000 on a 4 ton unit for Suite A.

Collins raised a number of concerns about coverage for port activities during any transition to a new manager; the following arrangements were made and understood:

- McNair will be the contact for Zane Adams regarding a light pole
- Walker will handle agenda creation
- Aaron will take after hours call and cell phone forwards
- Riddle and Fowler will handle payables and payroll reviews
- Laurie will forward port manager account emails to all commissioners and they will respond depending on the areas of port activities they normally monitor

Collins reported that the lighted wind cone is in the process of being installed. She also reported that the damaged culvert at Rogue Jets is currently an orphan: the city denies ownership and ODOT has yet to respond. During inspection a sinking spot in the NE parking area by the museum was observed and needs FU.

*COMMISSIONER'S COMMENTS:*

*The board gave Debbie a thank you for her time and work as port manager.*

*McNair offered to handle the OSMB, State and SBP grants during any manager transition period. Riddle stated he could take the FAA grants and generally be available for checking signing in any transition period.*

*AUDIENCE COMMENTS:*

Margie Roberts thanked Debbie for her efforts on the job and said she felt it was unfair for the board to task more work to current employees.

ENTER TO/RETURN FROM EXECUTIVE SESSION:

Regular session was adjourned at 7:50 PM so the board could enter executive session under ORS 192.660(2)(a). The board returned to regular session at 9:00 PM.

Board discussed and agreed upon actions in support of transition to a new manager:

- Motion: To grant McNair authority to handle OSMB, State and strategic business plan project grant/implementation issues and Riddle authority to work with WHPacific on FAA grants/projects. Motion made by Lottis and seconded by Fowler. Motion passed by a vote of 5 for, 0 against.
- Motion: To grant Herrera authority to spend up to \$1,500 per month. Motion made by McNair and seconded by Lottis. Motion passed by a vote of 5 for, 0 against.
- Discussion regarding Collins extending her employment through July 23 and salary through July 31, 2015. Motion: To extend Collins employment through July 23 and her salary through July 31, 2015. Motion made by Walker and seconded by Fowler. Motion passed by a vote of 5 for, 0 against.
- Herrera is to take a day's vacation during the remainder of July

*ADJOURN:*

**MOTION to adjourn** made by McNair and seconded by Riddle. Motion was passed by a vote of 5 for, and 0 against at 9:40 PM.