

**PORT OF GOLD BEACH  
MINUTES  
November 20, 2008**

**Present:**

**Milt Walker, President  
Clay Dalrymple, Commissioner  
Charles Riddle, Secretary,  
Bill McNair, Commissioner**

**Absent:**

**Moe Johnson**

**Errol Roberts, Manager  
Jeff Kemp, Port Accountant**

The meeting was called to order at 7:00 p.m. by President Milt Walker, the roll was called and the Pledge of Allegiance was recited

AUDIENCE COMMENTS: Milt Walker introduced Maggie McHugh of the Watershed Council. She commented on the goals of the Council and requested representation from the Port and wanted to know if one of the Commissioners would attend their monthly meetings. Walker volunteered to represent the Port.

ACCOUNTS PAYABLE: **The Accounts payable for October 20 and November 5, were approved by consensus with Dalrymple motioning and McNair seconding.**

ACCOUNTS RECEIVABLE: The accounts receivable were discussed with the manager stating that one account has gone to collection and the billing to the Nor-Wester includes late charges applied to the amount due.

ACCOUNTANT'S REPORT: Jeff Kemp gave the report showing \$141,000 has come in from property taxes. He discussed different leases and said revenue is down in moorage and launch fees and the Bay Storage Area is close to budget. The Sea Lion Patrol came in over budget for the year and the Port received funds for \$13,778. The daily launch fees are down about \$900 from last year with the half amount paid of \$1486 going to the Sea Lion Patrol. The AWOS has a grant of \$230,000 and \$210,000 is paid, leaving about \$20,000. Norwest Engineering was paid \$7377. Huntley Park experienced a break even for the quarter.

**MINUTES:** The minutes of the October 16, 1008 meeting were approved by consensus with McNair motioning to accept and Dalrymple seconded. There were corrections added during commissioner's comments. Riddle mentioned corrections were not mentioned when minutes were approved. He stated he will discuss the long-term plans with Debbie regarding the groundwork for this being done.

**OLD BUSINESS:** Resolution 08-13 was discussed and McNair motioning with Dalrymple seconding, Motion Passed 4-0.

Ordinance 6, 7, 8 and 9 were discussed with changes suggested. The revised Ordinances will be reviewed at the next meeting. When they are completed, they will be sent to the Sheriff and Chief of Police. A copy of the Port's Ordinances will be available for review and comments.

**NEW BUSINESS:** Review and adoption of policies regarding the manager's benefits would come under the personnel policies. McNair suggested having a workshop to discuss policies for manager's benefits to be done. Port Manager Roberts will attend a SDAO course on human resources practices in Roseburg December 9 and 10. He felt it would be good to go and show SDAO the Port is making every effort with employee relations. All commissioners agreed.

**WEINBERG LEASE:** The Weinberg lease of the former Sheriff Johns' Car Museum building was reviewed. It will be an assembly plant with a 5 year lease at 42 cents per sq. ft. with 3 percent increases each year. Mr. Weinberg will need a copy of the minutes approving this lease to present to the planning commission. **All the commissioners approved the project by consensus.** Mr. Weinberg is happy to be working with the Port and the Manager. He plans to have four employees to start and increasing to 10 to 12 employees by the end of the school year. He said UPS Freight will be coming into Gold Beach which will be of benefit for the town.

**MANAGER'S REPORT:** Roberts reviewed the core task list and updated the commissioners on the items. The high dock repairs needed were looked at by Norwest Engineering. Because it is in the flood plain, more forms will be required and the work should be completed in February or March. The dike repair was done with Tor Flatebo completing the specifications. This project was budgeted at \$145,000 with FEMA funding up to 75 percent. The transient dock improvements were discussed.

Roberts suggested giving the employees a bonus in December based on progression and hours worked. Walker expressed he had concerns with giving bonuses. Roberts stated he has a good staff and it is budgeted.

The Port Attorney called Manager Roberts to inform him that he got a call from Peter Mersereau regarding appealing the Nielson case decision. If SDAO appeals the decision it may create a cross appeal. This decision is up to SDAO and the Port Attorney would not be involved. Roberts will keep the commissioners updated.

COMMISSIONER'S COMMENTS: Charles Riddle discussed corrections to the minutes.

Bill McNair discussed the core task list and the ordinances. He wanted to add the Strategic Plan as an item for the list. He wants Mark Lottis to submit drawings on his proposed building..

Milt Walker discussed Lottis' boats parked on port property and said this was discussed with Roberts and Johnson. Lottis' lease, boats and trailer and where to park or place them should be established with a fixed price for the A-Frame building, use of the dock, use of certain pieces of ground and establish a lease price based on all. The details should be in the lease. Roberts suggested establishing a price for everything Lottis is requesting. Walker also commended Roberts and the staff on doing a good job for the Port. Clay Dalrymple and Bill McNair concurred and McNair indicated that the core task list is a good idea and things are getting accomplished. A "completed list" of the core tasks will be created.

**The meeting was adjourned by McNair motioning and Riddle seconding, passed by consensus, at 10:00 p.m.**

ATTEST:

\_\_\_\_\_ DATED \_\_\_\_\_  
**Milt Walker, Board President**

\_\_\_\_\_ DATED \_\_\_\_\_  
**Charles Riddle, Board Secretary**