

**PORT OF GOLD BEACH
BOARD OF COMMISSIONERS'
REGULAR MEETING
JUNE 16, 2011**

PRESENT:

**Milt Walker, President
Moe Johnson Vice-President
Bill McNair
Larry Prestininzi**

ABSENT:

Charles Riddle

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

The meeting was called to order at 7:00 p.m. by Board Chairman, Milt Walker, who announced that he was not feeling up to par so he was going to turn the meeting over to Vice President, Moe Johnson, who was serving his last night on the Port of Gold Beach Board of Commissioners.

The roll was called and the Pledge of Allegiance was recited.

REVIEW AND APPROVE ACCOUNTS PAYABLE: The payables were examined and **Motion was made by Milt Walker to approve the payables for May 20, 2011, seconded by Larry Prestininzi and passed 4-0 by consensus.**

Motion was made by Bill McNair to approve the accounts payable for June 5, 2011, seconded by Milt Walker, passed by consensus 4-0.

REVIEW ACCOUNTS RECEIVABLE: Accounts Receivable showed a few late payments, but nothing unusual.

FINANCIAL/BUDGET REPORT: Jeff Kemp gave a comprehensive report on the budget (on file) and made special mention of how he enjoys working with the current office staff. He said that it is a pleasure for him to work with staff that is prepared, reports are correctly done and the computer program for accounting is used to its fullest. He complimented Manager

Roberts on his work and that of his staff. He deals with Debbie Collins on almost a daily basis and finds her work to be exceptional, he stated.

APPROVAL OF MINUTES: The minutes of the meeting of May 19, 2011 were examined and **Milt Walker moved to approve, seconded by Bill McNair, passed by consensus 4-0.**

NEW BUSINESS:

- **Adopt Budget for FY 2011—2012:** A few changes were made to the budget and explained by Manager Roberts. Moe Johnson apologized for missing two of the budget meeting where wages were discussed. He has done some research of average wages for secretaries in Coos and Curry Counties and found that Debbie Collins is making less than that average, even though she is an exceptional employee and in his opinion, she would be very difficult to replace. Jeff Kemp again mentioned her work performance and stated she is “head and shoulders above prior staff” and feels she deserves a healthy raise. Larry Prestininzi agreed whole heartedly on her value to the Port. Milt Walker was adamant that she should be making higher wages. Johnson asked Manager Roberts if there was any way he could give her a substantial raise. Roberts pointed out to the commissioners that wages are in the control of the manager, not the board. He did say that there is money in the budget for an assistant manager and perhaps he could use some of that and cross train her with new responsibilities as his assistant in addition to her current duties. He agreed that she is very capable. Bill McNair opined that it would be a good idea to cross train Debbie to let her take over some of Errol’s duties, using some of the assistant manager’s budget line, that the port needs Errol to last in his job as long as possible and not get burnt out. Errol said he would consider the board’s opinions. Some of the commissioners said they would like to have a little firmer commitment that she would at least be paid the average amount for Curry County.

After a very lengthy discussion, **Bill McNair moved that the budget for fiscal year 2011—2012 be adopted as presented. There was no second and the motion failed for lack of a second.**

- **ELECTION OF OFFICERS:** The new officers for FY 2011—2012 were elected as follows: **Johnson moved that Milt Walker be elected president, seconded by McNair, passed 4-0 by consensus.**

Prestininzi moved that Bill McNair be elected Vice President, seconded by Walker, passed 4-0 by consensus.

McNair moved that Charles Riddle be elected Secretary, seconded by Johnson, passed 4-0 by consensus.

- RENEW SCOVILLE & REIBER CONTRACT FOR NEXT YEAR: The board inquired as to whether or not Jeff Kemp and Errol Roberts were satisfied with the work of the auditors and they both said they are; therefore Motion **was made by Milt Walker, seconded by Moe Johnson that Schoville & Reiber Auditors be hired for next year. Passed by consensus 4-0.**
- DEVELOP PLAN FOR HUNTLEY PARK: After some discussion, Manager Roberts asked the commissioners to consider ideas for the plan and then set a workshop. Walker wanted to have a workshop with the Park Manager and hear his ideas. The meeting was set for July 7, 2011 at 7:00 p.m.

BUDGET COMMITTEE VOLUNTEER: Position #1 on the board will be filled by Clay Dalrymple effective July 1, 2011. Johnson has volunteered to serve on the Budget Committee. **Bill McNair made a motion that Moe Johnson be appointed to the Budget Committee, seconded by Milt Walker, passed 4-0 by consensus.**

MANAGER'S REPORT:

- Huntley Park. Bill McNair reported that he was in the park and bought a few things at the store. He was impressed with how the store is all nice, clean with lots of inventory. The park is also looking good and Cliff is doing a good job.
- Port: Errol has put out the bids and awarded the pile driving project to the low-bidder, Pete Billeter of Coos Bay at \$84,500. The highest bid was by a firm in Portland who bid \$562,330. Errol said the work should begin on July 1 and must be finished by July 21. Eighteen pilings will be driven. New concrete docks at the sport docks are floating and will be secured better when the piling is driven.

Kim Pharis will open a fish cart where she will sell many food items. The food cart is already located at the Port.

One of the rooms in the upstairs of the Cannery Building is being set up for a catering business, Roberts said.

He also reported that the paving by the Cannery building will start on Monday.

COMMISSIONER'S COMMENTS:

Johnson made a decision to revisit the motion to pass the budget. There was more discussion regarding raising the wages of Debbie Collins and Johnson said that he feels the manager is aware of the wishes of the board and feels he will give good consideration to those wishes. **Johnson then made a motion to adopt the budget for FY 2011—2012 as presented, seconded by Milt Walker, passed 4-0 by consensus.**

Milt Walker then made the motion to adopt Resolution 11-01, seconded by Bill McNair, passed by consensus 4-0.

Walker had some questions about the fish cleaning operation. He asked if something could be done to cut down the NW wind and Roberts said he will have Dan look into it.

Johnson said this is his last meeting as a commissioner, that he has enjoyed serving and it has been a pleasure to work with the board. He welcomed Clay Dalrymple who is replacing him. He feels the Port of Gold Beach is in the best position it has ever been in because of Errol Roberts and his staff.

AUDIENCE COMMENTS:

Sue Johnson: Said she feels that the port is doing so well because of Errol's work, and the office is in the best condition it has ever been because of Debbie's work there. She said she was happy to hear Errol considering cross-training Debbie so that Errol can stay on as long as possible, even perhaps someday as a part-time manager and she agrees with all the commissioners about their positive comments about staff. She said Debbie makes Errol's job easier, also Jeff's job as well as the commissioners and deserves to be well paid for the excellent job she does.

Clay Dalrymple: "Ditto to everything Sue Johnson said."