

PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
REGULAR MEETING
February 19, 2015

PRESENT:

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

ABSENT:

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

The meeting was called to order at 6:05 pm by Board President, Walker. Roll was called and the Pledge of Allegiance was recited.

AUDIENCE COMMENTS:

Julie Schmelzer the Director of Administration for Curry County introduced herself to the Board and described her position with the county. Schmelzer inquired with the Board about the possibility of putting in a fenced dog park on port property. Manager Collins spoke to the fact that several years ago the Board was approached with the idea of a dog park and the possibility of it being at the south side of the jetty. Commissioner McNair stated that the strip of property south of the jetty between the airport and the beach is basically an unstated dog run already and that many people take their dogs to run there now. Schmelzer said it would be hard to advertise it as a dog park if it wasn't fenced. The Board suggested that she speak to Department of State Lands, DSL about it and report back to them, Schmelzer said she would do that. McNair then asked Schmelzer what else was going on at the county. Schmelzer said they were working on several things, the Enterprise Zone being a big one and they were also working up a list of available properties for both commercial and industrial zones. The reason for the list was that people can go to a site called "Oregon Prospector" and see what is available. Schmelzer answered several questions from the Board and said she would come back with more information at another meeting.

HUNTLEY PARK:

Shawn Wallace reported that the park was slow with campers but busy with fishermen. Wallace stated that there were a few trees that come down with the last storm they were clearing off and cutting up. Wallace said the daffodils that were planted last year were coming up and beautiful by the gazebo. McNair asked about the plumbing in the restroom if it was working well now. Wallace said it was except for the mysterious drips that appear randomly from a couple of the toilets. Wallace said the plumber has been out but that the drip can't be singled out since it is so random. He said they are continuing to watch them.

OLD BUSINESS:

McNair asked to bring the signage issue back up this meeting wanting the Board to have some discussion about a sign ordinance to keep control of what signs will be put up and where. The Board agreed for the time being that there will not be any signage put on the Cannery Building where

there is currently none. There are sign boards and spaces available for the businesses now and that there is no need to cover the building with more.

NEW BUSINESS:

The Board reviewed the new lease for Karla McMorran for space 102 in the Cannery Building. The lease is for a new retail business called The Christmas Shoppe. **The Board approved the lease by consensus; 5-0.**

Walker asked Collins to speak on the Addition to the Financial Policy. Collins explained that this is being required by FAA due to the findings in the 2013 Audit Report. There were two FAA forms not filed within the time frame allowed. The delay was due to the fact that with the change in management the information on filing the forms was not passed along. With that the Auditor recommended that there be written information to pass along to any new management. Riddle suggested that perhaps there should be a policy for all forms made. Walker stated that at this time they should only deal with the FAA's request. **MOTION: To add the Addition to the Financial Policy.** Motion made by Walker and seconded by Harshman. Motion passed by a vote of 5 for, 0 against.

APPROVAL OF MINUTES:

MOTION: To approve the January 22, 2015 minutes. Motion made by Riddle and seconded by McNair. Motion passed by a vote of 5 for, 0 against

ACCOUNTS PAYABLE:

MOTION: To accept accounts payable for January 20, 2015. Motion made by McNair and seconded by Lottis. Motion passed by a vote of 5 for, 0 against.

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

ACCOUNTS RECEIVABLE:

Jim Mauch was brought up still being in arrears. Collins said that he did come in and make a payment but was not able to catch up. McNair asked if the arrears are not caught up who would end up with the building. Collins said that she hadn't talked to Mike Neil for sometime but last time she spoke to him he was trying to sell the building as he expected to get it back. The Board asked Collins to speak with Neil and find out what his intentions are with the building and report back at the March meeting.

BUDGET REPORT:

Jeff Kemp was absent for this part of the meeting so Collins briefly went through the report. Collins asked about the Sea Lion Grant and if there was one coming in since Don Foss had been in and requested the match of \$5,000. Lottis stated there was no Grant coming because there was no money available. Collins asked if the port was just to pay the \$5,000 or if that was only to match the Grant. The Board discussed the issue and it was decided the program was very beneficial and that the port was going to pay the \$5,000 even though there was no Grant received.

MANAGER'S REPORT:

Collins reported on the SDAO Conference she had attended and explained some of the highlights and things brought up. Collins said that she sent the parking lot expansion to Tidewater Contractor and that the rough estimate came back at approximately \$30,000 and that she would still like to wait and see what the Marine Board says about the possibility of a Grant. McNair suggested that maybe offering a 50-50 would be acceptable to them, Collins said she would approach that and

report at the next meeting. Collins then reported on the airport fuel tank and what she learned from M & M Services in regards to the water in the tank. They believe that the water is from condensation and recommend doing a complete inspection to make recommendations for resolve. The cost of the inspection would be approximately \$7,500 - \$8,000 for both tanks and they would repair and replace parts and materials at cost plus time. After some discussion the Board decided that with the tank being moved up on the CIP to 2016 that as long as the condensation is being managed by Port Staff to wait on an inspection at this time. McNair suggested seeing if we could possibly trade places with another airport for funds if they aren't using their federal money in the year, Collins said she would check into it. Collins showed the Board a picture of the inside of the Cannery Building and asked what they thought of having a sign that said "Welcome to the Cannery" on the interior of the building. There was some discussion on signage and it was decided that the better use of the space would be used as a directory for the 2nd floor businesses. Lastly Collins spoke to the Board about possibly rejoining Pacific Northwest Waterways Association (PNWA). She stated that at the last South Coast Ports Coalition Meeting Gina Dearth, Port Manager of Bandon asked all of the other ports to consider joining if they weren't members. Dearth said that PNWA does a lot of things for ports and do a lot of lobbying for them. Collins agreed they are participants at a lot of conferences and in many of the emails that come out. Dearth said the cost was \$500 per year and hoped more would join. There was some conversation about being a member at one time but the cost was thought to have gotten into the thousands to be a member. **MOTION: To rejoin PNWA at the cost of \$500 per year.** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 5 for, 0 against.

COMMISSIONER'S COMMENTS:

Harshman had none. Riddle asked that the March Agenda include a discussion on the Capital Improvement Reserve Fund. Lottis asked about Fed-X and if they had been talked to again. Collins reported that she had talked to Julie Schmelzer at the county and that Fed-X had been shown the different areas but with the boating traffic it wouldn't be practical. Collins said that she had also given the information to Riddle for the property he knew of in Ophir. McNair asked about the grading progress on the north jetty, Collins said she hadn't talked to Scott Knox recently to see about his schedule. McNair also asked about the entrance where the pavement has gotten to be an abrupt edge and thought that a call to the county would be a start, Collins said she would call. Walker commented on the new fish scaling box at the fish cleaning station. He stated that it was a wonderful improvement to the fish station and that he himself has used it and it is terrific! Lottis commented that the wind blows through and gets people wet and it may not get used. Collins said if they fish in the wind and rain they'll use the box, Walker agreed it would definitely get used. Walker reiterated that it was a great addition and that Cliff Childers did a great job.

AUDIENCE COMMENTS:

ADJOURN:

MOTION to adjourn made by Walker and seconded by McNair. Motion was passed by a vote of 5 for, and 0 against at 8:05 PM.