

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

---

PRESENT:

Milt Walker, President  
Bill McNair, Vice President  
Charles Riddle, Secretary

ABSENT:

Mark Harshman, Commissioner  
Mark Lottis, Commissioner

Debbie Collins, Port Manager  
Jeff Kemp, Accountant

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:

None

HUNTLEY PARK:

Shawn Wallace reported on the park and that things were still slow. Wallace told the Board of an event he had last year hiring a DJ for his wife's birthday and how the people staying at the park loved it. Wallace said since that was such a hit with people that he would like to have the DJ come in June and have a "Kick off to summer" event. Wallace did say he would like the port to fund the event and do some advertising for people to come out and camp. There was some discussion and the Board agreed that Collins and Wallace could work out the details to promote Huntley Park. Riddle then asked Wallace about the mystery leaks in the restroom and Wallace reported it is still a mystery but they are watching it.

*OLD BUSINESS:*

Collins stated the reason PNWA was back on the agenda is that after the Board approved to rejoin at the last meeting for \$500 she learned that amount given to her was incorrect and that the membership was now \$1,050. There was some discussion on the possibility of the SCPC joining as a group next year and the possibility of the Curry County Ports joining as a group this year since several of the SCP's have already joined. Collins will check into the possibility with PNWA.

*NEW BUSINESS:*

Collins said she was asked by Oregon Coastal Zone Management Association (OCZMA) Executive Assistant Georgia York to have the Board vote on the bylaw changes as they were short member votes to proceed. McNair asked if it affected the port and Collins said that it did not, it is basically updating the wording in their current bylaws. **MOTION: To approve the OCZMA Revised Bylaws.** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

Collins informed the Board that the Chamber of Commerce has made arrangements to store the equipment for the Mud Run in another location and that they would not need the use of port storage. Walker then directed the discussion to Riddle on the authorization of the Capital Improvement Reserve Fund. Riddle informed the Board that it was time to review the Port

Facilities Capital Outlay Reserve Fund. The Board went over the fund and decided to pass a Resolution. **MOTION: To approve Resolution 15-04, Ten Year Review of Port Facilities Capital Outlay Reserve Fund.** Motion made by Walker and seconded by McNair. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

*APPROVAL OF MINUTES:*

**MOTION: To approve the February 19, 2015 minutes.** Motion made by Riddle and seconded by McNair. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

**MOTION: To approve the February 25, 2015 minutes.** Motion made by McNair and seconded by Walker. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

*ACCOUNTS PAYABLE:*

**MOTION: To accept accounts payable for February 20, 2015.** Motion made by McNair and seconded by Walker. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

**MOTION: To accept accounts payable for March 5, 2015** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

*ACCOUNTS RECEIVABLE:*

The Board agreed the receivables looked great.

*BUDGET REPORT:*

Jeff Kemp went through the budget and explained the differences. Kemp also explained how the Audit Report has changed from last year and that it is not easy to get numbers off unless you know what is included in the total. Kemp expressed that it was very frustrating. Kemp also stated that the transfers were made in March rather than February which is why the amount hasn't changed but it will show up on the March's Budget Report.

*MANAGER'S REPORT:*

Collins reported that FAA was ready to start Grants and was looking for confirmation to go ahead with the CIP projects that have been listed, the Airport Master Plan and the New Beacon & Tower. There was some discussion with the Board giving the go ahead. Collins then told the Board she got a call from FAA in regards to non aeronautical use at the airport. Collins was informed that someone with an air plane called to report they wanted to put their plane here but there were none available due to non aeronautical use. Collins said she told FAA that was odd since there were at least 4 hangars that she knew of currently for sale. Collins was then forwarded the letter that was sent almost 3 years ago after FAA came to inspect the airport and noted seeing a watercraft in a hangar and asked for outcome and status of the letter. Collins replied and FAA was satisfied with the response. FAA commented that they had to follow up on any complaint received. Collins asked the Board how they wanted to handle the situation of non aeronautical use on the airport. There was some discussion and the Board agreed this was an issue that most small rural airports have to deal with.

Collins then told the Board of an offer made by Dennis Anderson in regards to an old growth log at Mill Bar. Anderson would like to get the permits and do the trucking of the log for shared profit of the log. The Board agreed that if the port could make a little money on it that would be great and told Collins to work out the details with Anderson. Collins went through the gravel bar estimates she received for cleaning up the roadways. She explained the details and cost of both Fletcher Excavation and Klus Construction. After some discussion on what the Board wanted done they

agreed the lower estimate from Klus Construction was the one they would go with. Collins said she had the Cannery Building signs in the works with Colt Signs and that she also added a couple small marina signs along with the project and the total would be \$3,770.00 which was under the original estimate of budget. The Board approved of the signage for the new Christmas Shoppe. Collins said she had been talking with Fed Ex about possibly renting some of the new enclosed storage bays, possibly three of them. Collins said with that many she was thinking of possible other options for space and was meeting with Fed Ex on Friday and she would let them know. The spoils site was surveyed in conjunction with the dredge permitting process, the cost being 25% of \$1,560.00. She also reported that the first SAP was sent to the Corps which initiated a conference call with engineer Jack Akin, the Corps and Collins. The discussion was to try and reduce the area for less sediment sampling which is expensive. They also suggested trying to find the source of the phenol contamination in the boat basin to help with future dredging spoils disposal. Collins then reported that the revised SAP was sent off that afternoon to the Corps.

Collins asked the Board for some definition on the new policy of requiring moored boats to have insurance. Collins explained the different ports and what their policies were and wanted the Board's direction on how they wanted to handle insurance. After some discussion the Board decided that boats under 22 ft were not required to name the port as an additional insured and be forced to take out a separate policy and that boats 22 ft and over would be required to name the port as additional insured. All boats moored will have \$100,000 insurance and be covered for liability and pollution liability. Collins informed the Board the final payment was approved by FAA on the Taxiway Grant for \$14,971.00 and should be in the account shortly. Collins stated that she has a potential lessee for Suite "G" on the 2<sup>nd</sup> floor of the cannery and that the suite is being cleaned and painted with the floors done as well. Lastly Collins said that she had Jim Crumley is working up a price to do the office makeover and she would keep the Board informed on the outcome.

*COMMISSIONER'S COMMENTS:*

Riddle commented that he and Collins would be getting together to work on the updated core task list and have it to the Board in the next week or two. Riddle also informed the Board that he would be missing the April meeting as he will be out of town from April 6<sup>th</sup> through April 20<sup>th</sup> and hoped Collins could work out the budget schedule around that so he would be present. McNair commented that he had been working on a new boat for channel dredging and thought that it may be of use to the port in the future. He also said that he had met with Gary Anderson, prior Port Manager of Port Orford and talked about the dredging there and that it is working out very well for them doing the dredging in house. Walker commented to Mark Lanier, reporter for the Curry County Reporter saying he was doing a great job reporting the meetings and the rest of the Board agreed and thanked him.

*AUDIENCE COMMENTS:*

None

*ADJOURN:*

**MOTION to adjourn** made by McNair and seconded by Riddle. Motion was passed by a vote of 3 for, and 0 against (Harshman & Lottis were absent) at 7:34 PM.