

PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
RESCHEDULED REGULAR MEETING
April 23, 2015

PRESENT:

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

ABSENT:

Mark Harshman, Commissioner
Mark Lottis, Commissioner
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:

Walker asked Collins to introduce audience member Charles (Charlie) Kroning who was attending in regards to having a lease with the Port for Suite "C" on the second floor of the Cannery Building. McNair asked him about his business which Charlie responded that he was an Engineer and looking forward to working in Gold Beach. Walker then introduced Bill Fowler who was invited as an observer to the board meeting being a potential new commissioner on the May 19th ballot.

HUNTLEY PARK:

Collins reported saying things were still pretty slow at the park. She stated that she went to the park last Sunday and that it looked good and that everything was all green and in bloom. Collins asked Walker since she was speaking on Huntley Park if she could go ahead and move the agenda item of the parks outhouses up and talk about them now. Walker agreed and Collins went in to explaining that how the last wind storm a couple months ago basically blew the outhouses off the foundation they were on and now they are very hazardous to use. Collins had two options of replacement of the outhouses one being to rebuild with wood and attach to the foundation for \$3,500 and the second option was to purchase fiberglass tufway units in forest green and attach them to the foundation for \$2,180. After some discussion on how the appearance would be the Board decided to go with fiberglass tufway units because of their low maintenance and longevity.

MOTION: To put two new tufway fiberglass units in forest green to replace current outhouses. Motion made by McNair and seconded by Riddle. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

OLD BUSINESS:

Collins updated the Board on combining the other South Coast Ports into one membership to PNWA stating that the Port of Port Orford was not going to be joining PNWA at this time and that she hadn't been able to talk to the Brookings Port about their willingness to join collaboratively and that she hadn't contacted PNWA to see if it was even an option. The Board asked Collins what she thought of PNWA and their contribution to helping ports. Collins stated that they work with Ray Bucheger in Washington DC and that Heather Stebbings was involved with all of the functions that deal with ports and waterways. After some discussion the Board decided to rejoin PNWA and asked Manager Collins to please report back after a year to help decide on whether to continue as a member in the future. **MOTION: To rejoin Pacific Northwest Waterways Association, PNWA**

and have the Manager evaluate to benefit to being a member in one year. Motion made by McNair and seconded by Riddle. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

Walker moved on to the next agenda item and asked Collins about the parking lot expansion at the fish cleaning station. Collins explained that after OSMB made up a conceptual design of the expansion the total cost would be approximately \$150,000 to which OSMB would fund 75%. Janine from OSMB suggested checking with ODFW about an R & E Grant to fund the remainder of the project. Collins talked with Todd Confer at ODFW about the project and Confer referred Collins to the grant application and thought it would be a project considered by the R & E Board. The Board liked the idea of the project being completely funded if possible.

NEW BUSINESS:

The Board moved on to a new lease for Charles Kroning to occupy Suite "C" in the Cannery Building. They looked over the break down of the lease and the PDF copy of the signage Kroning would be installing. **MOTION: To approve the Kroning Lease for Suite "C"**. Motion made by Walker and seconded by McNair. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent) The Board then agreed Collins should be appointed as the Budget Officer. **MOTION: To Appoint Collins as the Budget Officer for the fy2015-16 budget year.** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent) The next topic was the fuel monitoring system for the marina fuel. Collins explained that after pressure washing the fuel tank some water got into the tank to which she had to call SME to come out and address the water issue. SME's Rick Setzer found that there was a gasket that needed to be replaced as well as a few things to tighten. While Setzer was checking the system he found that the monitoring system was not functioning. Setzer was concerned that with the monitor not functioning it could be dangerous and should be replaced to be put back in compliance with the law. The Board agreed fuel is something that can be hazardous and needed to be addressed. **MOTION: To have Manager Collins do the repairs as needed to the fuel monitoring system.** Motion made by McNair and seconded by Walker. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent) The last new business item was the port office rehab. Collins gave the Board the cost breakdown that she was given by Jim Crumley and explained the details. The cost came in higher than expected and Collins said there were a few things that could be changed to lower the cost by approximately \$5,000. The cost was not a huge issue as the rehab does need to be done to the office. The main topic was timing and that it would have to be put off until fall after the busy season has passed. The Board agreed that waiting was the way to go and understand that the bid for the project may change between now and the fall. Riddle asked that before moving on to the next item if there was a Budget Schedule that should be handed out. Collins thanked him for asking and handed out the schedule for the budget saying that the first meeting of the Budget Committee would be held on May 12, 2015 at 6:00 pm in the Port Office. Riddle asked if Collins would be sending out the draft budget a week prior to the meeting for the Budget Committed to prepare for the meeting, Collins stated that was her goal.

APPROVAL OF MINUTES:

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

ACCOUNTS PAYABLE:

MOTION: To accept accounts payable for March 20, 2015 and April 5, 2015. Motion made by McNair and seconded by Walker. Motion passed by a vote of 3 for, 0 against. (Harshman and Lottis were absent)

ACCOUNTS RECEIVABLE:

No Comments

BUDGET REPORT:

Collins reported that Kemp was busy cleaning his office after tax season and was unable to attend. She stated there was nothing to report in addition to Kemp's letter but did want to comment on Kemp's statement of the t-shirts purchased by the Port Office. Collins showed the Board the t-shirts she had ordered with the Port of Gold Beach on them that she intends to sell in the office this summer.

MANAGER'S REPORT:

Collins told the Board the taxiway grant is now officially closed and the final reimbursement was received in March. The total FAA Grant award was \$870,201 and with the port's 10% match it makes the total of the project \$957,221. FAA requested that the Port submit a copy of their RTTF (Rural Through The Fence) Agreement for approval which she said they received and it has been accepted as long as no substantial changes were made until April 15, 2035. Collins said that she asked Walker to sign another extension for the SBP completion date which now extends the deadline to July 31, 2015. The port received the reimbursement payment for the SDAO Safety Match Grant in the amount of \$1,763 on April 7th and also received another reimbursement for the dredging grant of \$3,708.75. Collins told the Board that the dredging grant was moving along as the SAP (sediment analysis plan) was submitted and approved by the USACOE and that the sediment sampling would most likely be done the first week of May. Collins also told the Board that the new pumpout/dump station should be shipped out soon and that she received two bids of proposal for the installation and that it was moving along. Collins thanked McNair for taking the time to meet with the Corps in her absence on May 20th as she will be at a permitting meeting with the Corps in Coquille on that day. Lastly Collins handed out the Agenda for the OPAC Meeting and Forum in Bandon on May 7th & 8th and encouraged members of the Board to attend as the port was one of the sponsors to the event with the Port of Bandon and the South Coast Ports Coalition.

COMMISSIONER'S COMMENTS:

Riddle commented on the new core task list that was distributed and that he and Collins had met several times to come up with the list and make it a useable document for future projects for the port and also to give management guidance in achieving these goals. Riddle asked the Board to look it over and at a future meeting he would like to go through it and prioritize next year's projects. McNair asked Collins if she had received any comments about people staying on the gravel bar up river. She said she had gotten a couple and told the people that there wasn't anything she could do to prevent them from staying. McNair stated that he had a couple people comment to him about it and that is why he asked. Collins said this was a problem last year as well and that it will most likely continue to be a problem due to the lack of law enforcement.

AUDIENCE COMMENTS:

Charlie Kroning thanked the Board for approving his new lease and Bill Fowler thanked the Board for the invitation to observe the meeting.

ADJOURN:

MOTION to adjourn made by Riddle and seconded by McNair. Motion was passed by a vote of 3 for, and 0 against (Harshman & Lottis were absent) at 7:35 PM.