

**PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
REGULAR MEETING
November 17, 2016**

PRESENT:

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

ABSENT:

Mark Lottis, Commissioner

James Clemens, Port Manager

The meeting was called to order at 6:00 pm by Commissioner Milt Walker, Board President. Roll was called and the Pledge of Allegiance was recited.

AUDIENCE COMMENTS: None

Mike Dane and Holly Williams of WHPacific addressed the Board to debrief the Commissioners on the latest Airport Master Plan meeting. Clemens thanked Holly for her assistance with the grant applications and she gave a brief explanation of the upcoming grant possibilities. The next Airport Master Plan will be held on February 16, 2017.

HUNTLEY PARK: Shawn Wallace briefed the Commissioners on the McGuiness bid for the proposed electrical upgrades. He noted that the water heater in the men's showers is not working and the dangerous trees at the east-end of the park still needed to be trimmed. Clemens noted that the water system still needed to be upgraded, and current budget will only support the necessary repairs. Williams shared information concerning the septic system and the need for additional signage. Clemens and Wallace will work together to prioritize the suggested infrastructure upgrades and formulate a 5-year plan.

SHOP SUPERVISOR: Aaron Duncan provided the Commissioners with some storm damage details and gave an update on the current facilities maintenance projects.

OLD BUSINESS: Clemens reported that he was unable to get any assurance on the amount material to be moved and the marina dredge has demobilized.

The primary airport grant is a cash match for open projects which include the Beacon, Master Plan, and possibly the AGIS Survey. Fuel tank grant is a second-tier grant and won't be awarded until February.

NEW BUSINESS: Clemens reported that the bids for the Neil building demolition are being received. Asbestos and lead paint testing came back negative.

APPROVAL OF MINUTES:

MOTION: To approve the September 15, 2016 Regular Meeting minutes. Motion made by McNair, and seconded by Riddle; motion passed by a vote of 4 for, 0 against.

MOTION: To approve the October 11, 2016 Special Meeting minutes. Motion made by McNair, and seconded by Fowler; motion passed by a vote of 4 for, 0 against.

ACCOUNTS PAYABLE:

MOTION: To accept accounts payable for September 20, 2016. Motion made by Walker and seconded by McNair; motion passed by a vote of 4 for, 0 against.

MOTION: To accept accounts payable for October 5, 2016. Motion made by Walker and seconded by Riddle; motion passed by a vote of 4 for, 0 against.

MOTION: To accept accounts payable for October 24, 2016. Motion made by Riddle and seconded by Fowler; motion passed by a vote of 4 for, 0 against.

MOTION: To accept accounts payable for November 5, 2016. Motion made by McNair and seconded by Walker; motion passed by a vote of 4 for, 0 against.

ACCOUNTS RECEIVABLE: Clemens commented on the accounts that remain in arrears.

FINANCIAL/BUDGET REPORT: Kemp reported that the airport revenues were behind year to date. Kemp asked for clarification concerning the Sea Lion expenses and donation. He explained the capital outlay expenses and the noted there were very few changes to the Huntley Park and facilities budgets.

MANAGER'S REPORT: Clemens briefed the Board on a used fuel tank located in Myrtle Creek that could replace the Port's Jet A. He reported that the office upgrades have been completed and the bathroom renovations are almost complete. It was noted that replacing the roof on two of the storage buildings is approximately \$40,000. Clemens recommended that the culver replacement should be the priority. McNair noted that ODOT could be liable for some of the costs. Clemens listed the projects that have come in under budget. Last year, Barn Swallows caused a lot of damage and Clemens plans to purchase netting that will prevent the problem this coming summer.

COMMISSIONER'S COMMENTS: Fowler – None.

Riddle noted that the current budget is less than in year's past and felt that the budget should be watched closely and actively managed. Riddle reported that he has concerns about the Manager's review process, a salary adjustment, and email communication between the Commissioner's. Clemens stated that the Board members should only communicate with each other through the Manager.

Walker read a letter of resignation received from James Clemens.

McNair stated that the Board should assign liaisons to projects and areas to each Commissioner. After briefing the Board on a charity event, being organized to operate through the holiday season, it was agreed that there would be no charge to use Suite D.

AUDIENCE COMMENTS: There was a question about receiving a report from the Port manager and the Shop manager; the consensus was to continue to receive reports from each.

ADJOURN:

MOTION: To adjourn the regular meeting of November 17, 2016 made by Walker and second by Fowler; motion was passed by a vote of 4 for, and 0 against at 9:10 p.m.