

**APPROVED MINUTES
SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
PORT OF BROOKINGS HARBOR DISTRICT**

Tuesday, September 6, 2022

This is not an exact transcript. The audio of the session is available on the Port's website.

The Port of Brookings Harbor District met in special session on the above date at 10:00am. Open session at the Port Conference Room, 16350 Lower Harbor Road Suite 202, Harbor OR, 97415, teleconference and webinar.

1. CALL MEETING TO ORDER

Commission President Richard Heap called the Special Meeting of the Port of Brookings Harbor of Commissioners to order at 10:00am.

- **Port of Brookings Harbor Commissioners Present:**
Joseph Speir, Vice-President (Pos. #1) was tardy; Sharon Hartung Secretary/Treasurer (Pos. #2); Larry Jonas (Pos. #3); Richard Heap, President (Pos. #4); and Kenneth Range (Pos. #5).
- **Port of Brookings Harbor Management and Staff:**
Travis Webster, Harbormaster; Danielle King, Safety/Administrative and Jack Akin with EMC Engineers, Port Engineer.
- There were no modifications, additions, and changes to the agenda.
- There were no declarations of potential conflicts of interest.

2. APPROVAL OF AGENDA – Audio time 0:01:00

A motion was made by Range and seconded by Jonas to approve the agenda as written. The motion passed 4 – 0.

3. PUBLIC COMMENTS – Audio time 0:01:18

There were no public comments.

4. ACTION ITEMS

A. Presentation by Jack Akin, EMC Engineering, Wastewater Treatment Plant Design & Location – Audio time 0:01:25

Akin gave a presentation to the Board discussing where the Board was in the last meeting. Akin went into detail with the Board regarding how the system would operate, the design, the new location between Bornstein and Pacific Seafood at the Port's condemned dock. Commissioner Speir arrived at 10:20am. The membrane system, mixing zone studies, permitting process and funding. Public comment was allowed. The Board had questions about operating the plant and what will happen to the plant in the off season. Range stated that he wants a business plan. Discussion continued about funding and grant opportunities. Akin discussed the environmental information needed and advised the Board to complete the permit through DEQ and complete our deliverables to EPA, that's it at this time. We can implement phase 2 when we know we have the funds available.

A motion was made by Heap and seconded by Hartung to approve we direct EMC Engineering, Jack Akin, to proceed with the proposed design, to proceed with securing the necessary permits, to explore potential funding match through Business Oregon or other sources, and to proceed with a mixing zones study via subcontract. The motion passed 5 – 0.

Heap stated that the next time the Board talks about this item it will be to talk about the operations, costs, how we are going to proceed forward, and look at any other phase we want to implement at this time.

5. INFORMATION ITEMS

A. None – Audio Time 1:02:19

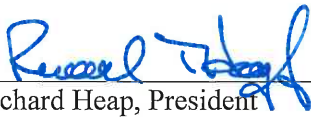
6. COMMISSIONER COMMENTS – Audio time 1:02:21

There were no commissioner comments.

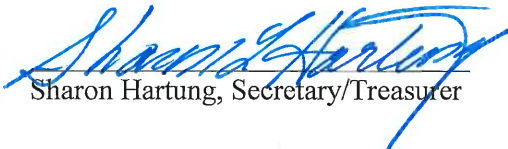
7. NEXT REGULAR MEETING DATE – Wednesday, September 21, 2022, at 2:00PM

8. ADJOURNMENT – Audio time 1:02:32

Having no further business, the meeting adjourned at 11:02 am.


Richard Heap, President

10-21-2022
Date Signed


Sharon Hartung, Secretary/Treasurer

10-21-22
Date Signed

An audio recording was made of these proceedings. The recording and the full commission packet are available on the Ports website: www.portofbrookingsharbor.com.