

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

**Tuesday, January 12, 2021**

The Port of Brookings Harbor District met in workshop session on the above date at 2:00 P.M., Open session via zoom teleconference.

**1. CALL MEETING TO ORDER**

- **Roll Call**
  - Commissioners present: Commissioner Joseph Speir, Secretary/Treasurer Sharon Hartung, Vice President Richard Heap, and Commissioner Kenneth Range. President Roy Davis was absent.
  - Staff present: Port Counsel Martha Rice, Port Manager Gary Dehlinger, Harbormaster Travis Webster, and Administrative Assistant Danielle Shepard.
- **Modifications, Additions, and Changes to the Agenda**
  - There was no modifications, additions, or changes to the agenda.
- **Declaration of Potential Conflicts of Interest**
  - Range declared a potential conflict with Information Item H, 2021 Events at the Port.

**2. APPROVAL OF AGENDA**

- *Hartung made a motion to approve the agenda as written. Second by Range. Motion passed 4-0.*

**3. INFORMATION ITEMS**

**A. Delinquent Accounts**

- I. Port Manager and Harbormaster presented item.
- II. Commission discussed item.
- III. Port Counsel discussed item.
- IV. Port Manager presented item.
- V. Vice President allowed public comments.
- VI. Vice President moved discussion back to the board.
- VII. Port Manager presented item.
- VIII. Commission discussed item.

**B. Blue Fin Realty Lease**

- I. Port Manager presented item.
- II. Vice President allowed public comments.
- III. Vice President moved discussion back to the board.
- IV. Harbormaster discussed item.

**C. DEQ Tier 1 Report**

- I. Port Manager presented item.
- II. Commission discussed item.
- III. Harbormaster discussed item.

- D. FEMA Projects Update / Planning & Permitting, Phase 1**
  - I. Port Manager presented item.
  - II. Commission discussed item.
  
- E. Icehouse Pile and Catwalk Repair Cost**
  - I. Port Manager presented item.
  
- F. Garbage Reception Facilities at Ports Under MARPOL Annex V**
  - I. Port Manager presented item.
  
- G. Fuel Dock Project**
  - I. Port Manager presented item.
  - II. Commission discussed item.
  - III. Harbormaster discussed item.
  
- H. 2021 Events at the Port**
  - I. Port Manager presented item.
  - II. Commission discussed item.
  
- I. Keypad Locks on Restroom Facilities**
  - I. Port Manager and Harbormaster presented item.
  - II. Commission discussed item.
  - III. Port Counsel discussed item.
  - IV. Harbormaster discussed item.
  
- J. Port Infrastructure Status**
  - I. Port Manager presented item.
  - II. Commission discussed item.
  - III. Harbormaster discussed item.
  
- K. Port Holidays 2021 - 2025**
  - I. Port Manager presented item.
  
- L. Coronavirus Relief Fund**
  - I. Port Manager presented item.
  - II. Commission discussed item.
  
- M. RV Park Project Update**
  - I. Port Manager presented item.
  - II. Commission discussed item.
  - III. Harbormaster discussed item.
  
- N. Financial Consultant Contract**
  - I. Port Manager presented item.
  
- O. Commissioner Meetings Under COVID-19**
  - I. Port Manager presented item.
  - II. Commission discussed item.

**P. Sportshaven Beach Equipment Contribution**

- I. Port Manager presented item.
- II. Commission discussed item.

**4. PUBLIC COMMENTS**

- No public comments.

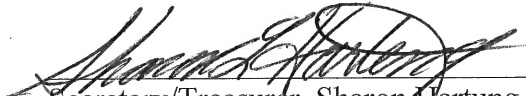
**5. COMMISSIONER COMMENTS**

- Commissioners commented on the meeting.

**6. NEXT REGULAR MEETING DATE – Tuesday, January 19, 2021 at 6:00 P.M.**

**7. ADJOURNMENT**

- Vice President adjourned the meeting at 3:48 pm.

  
Secretary/Treasurer, Sharon Hartung

  
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](http://www.portofbrookingsharbor.com)*