

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

Thursday, March 24, 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 2:00pm. 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 2:00pm.

• **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).

• **Management and Staff:**

Gary Dehlinger, Port Manager; Travis Webster, Harbormaster; Danielle King, Safety/Administrative; and Jack Akin, EMC, Port Engineer via telephone.

- There were no changes to the agenda.
- There were no declarations of potential conflicts of interest.

2. APPROVAL OF AGENDA – Audio time 2:03

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

3. PUBLIC COMMENTS – Audio time 2:14

There was no public comment.

4. ACTION ITEMS

A. Special District Insurance Services Employee Health Care Plan Renewal – Audio time 2:47

Dehlinger noted this is a renewal for the Port employee's health plans, there is no increase in medical but there is an increase of dental rates at 4.5%. Commissioner Jonas asked about the premium for the employees, Dehlinger informed him that the Port pays 100%, if spouses or children are added the employee pays 100% for them.

A motion was made by Jonas and seconded by Hartung to approve SDIS employee health care plan renewal and authorize the Port Manager to sign the renewal document. The motion passed 5 – 0.

B. Budget Committee Members – Audio time 5:14

Dehlinger noted that there was a change after the Board had approved the new budget committee in the last meeting. Thomas Beene resigns from the budget committee; the Boards options are to use the fourth applicant or keep the position vacant. There was some concern from the Board that there might be a conflict of interest with the fourth applicant.

A motion was made by Hartung and seconded by Speir to approve new Budget Committee Member to fill vacant Position 9 Sven Erick Ronde for a two-year term. The motion passed 4 – 1. Yes: Range, Hartung, Speir & Heap. No: Jonas.

C. FEMA Project Preliminary Drawings & Update – Audio time 10:58

Dehlinger reviewed the conference call that was held yesterday with Jack Akin and FEMA. Akin has proposed splitting our project for upland work and in-water work period, FEMA seemed receptive to the idea. FEMA needs drawings and estimates so they can approve the budget going forward. Dehlinger wanted to the board to see the drawings before they went to FEMA, these drawings are preliminary and these are not for construction drawings, the board will see more detailed drawings prior to bidding.

A motion was made by Hartung and seconded by Speir to approve submitting preliminary project drawings to FEMA for CRC approval. The motion passed 5 – 0.

5. INFORMATION ITEMS

A. None

6. COMMISSIONER COMMENTS – Audio time 28:55

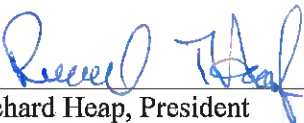
Commissioner Hartung is excited for the FEMA project. Commissioner Heap wanted to apologize to anyone who was at the South Coast Fisherman meeting last night.

7. NEXT REGULAR MEETING DATE – Wednesday, April 20, 2022, at 2:00pm.

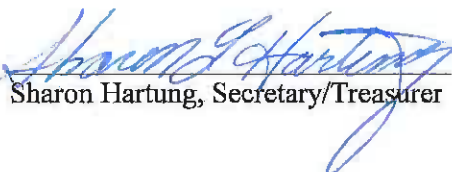
Commissioner Heap noted there will be a special meeting Monday, April 4, 2022 at 10:00AM.

8. ADJOURNMENT – Audio time 30:21

Having no further business, the meeting adjourned at 2:30pm.


Richard Heap, President

4-20-22
Date Signed


Sharon Hartung, Secretary/Treasurer

4-20-22
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.