

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

**Wednesday, November 30, 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 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); Sharon Hartung Secretary/Treasurer (Pos. #2); Larry Jonas (Pos. #3); Richard Heap, President (Pos. #4) via telephone; and Kenneth Range (Pos. #5).
- **Port of Brookings Harbor Management and Staff:**  
Travis Webster, Harbormaster; Danielle King, Safety/Administrative and James Walker, Port Counsel.
- Range suggested moving Action Item B to Action Item A. There was no other modification, additions, and changes to the agenda.
- There were no declarations of potential conflicts of interest.

**2. APPROVAL OF AGENDA – Audio time 0:01:44**

**A motion was made by Range and seconded by Speir to approve the agenda as amended. The motion passed 5 – 0.**

**3. PUBLIC COMMENTS – Audio time 0:02:07**

There were no public comments.

**4. ACTION ITEMS**

**A. Beacon Broadband/Coos-Curry Electric – Audio time 0:02:13**

Bill Gerski with Beacon Broadband spoke to the commission about their goals. Board had some questions regarding costs to the Port. There was discussion regarding construction and the construction timeline. Board allowed public comment.

**A motion was made by Speir and seconded by Jonas to approve Beacon Broadband owned subsidiary of Coos-Curry Electric Cooperative to install Fiber Broadband services utilizing existing easements. The motion passed 5 – 0.**

**B. Annual Financial Report FY 2021-22 – Audio time 0:18:06**

Connie Huntsman with CJ Huntsman CPA, P.C., reviewed the audit with the Board.

**A motion was made by Jonas and seconded by Speir to approve draft Annual Financial Report for Fiscal Year 2021-2022 and submit to State of Oregon. The motion passed 5 – 0.**

**5. INFORMATION ITEMS**

**A. Capital Improvement Plan Update – Audio Time 0:44:27**

Webster reviewed why the Board is looking at this item, projects that were seen as a high priority since the last review and informed the Board there will be more discussion regarding this at another meeting. Board and staff discussed funding opportunities this opens to the Port.

**B. Port Property Sale** – Audio Time 0:53:47

Webster informed the Board that the sale has been completed and all funds have been placed into our Reserved Funds.

**C. Pile Replacement Billeter Marine** – Audio Time 0:54:45

Webster reviewed timeline for the piling replacement, estimated work is to start December 20

**6. COMMISSIONER COMMENTS** – Audio time 0:56:54

Board spoke about how well the audit went. Board allowed public comment.

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

**8. ADJOURNMENT** – Audio time 0:59:31

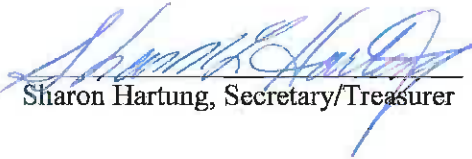
Having no further business, the meeting adjourned at 10:58 am.



Richard Heap, President

12-22-2022

Date Signed



Sharon Hartung, Secretary/Treasurer

12-21-22

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