

Port of Brookings Harbor Board of Commissioners

Commissioners Meeting Minutes

Tuesday, February 20, 2018 6:00 pm

Harbor Fire / Harbor Water District, Conference Room: 98069 W Benham Lane, Harbor OR 97415

1. **Call to Order, Pledge of Allegiance and Roll Call:**

President Christian called the meeting to order at 6:00 pm.

The board and audience stated the pledge of allegiance.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Interim Manager Kathy Lindley Hall, Forman Travis Webster, and Administrative Assistant Danielle Shepard.

2. **Approval of Agenda:**

*Vice Pres. Barbas made a motion to approve the agenda as written.  
Seconded by Treas. Thompson. Voting yes: unanimous*

3. **Approval of Minutes:**

a. **Special Meeting – Friday, January 5, 2018:**

Vice Pres. Barbas had some grammar issues with all the minutes.

*Vice Pres. Barbas made a motion to table January 5 minutes until the next meeting. Seconded by Treas. Thompson. Voting yes: unanimous.*

b. **Special Meeting – Tuesday, January 9, 2018 (not available):**

c. **Regular Meeting – Tuesday, January 16, 2018 (not available):**

d. **Special Meeting – Tuesday, January 23, 2018 (not available):**

e. **Special Meeting – Tuesday, January 30, 2018 (not available):**

4. **Agenda Related Public Comments:**

**John Brazil:** requested for the opportunity to ask a question and information during the budget office and budget committee section. The other petition for comment would under non-agenda items and will hold until then.

No other agenda related public comments.

5. **Financial Review:**

Treas. Thompson had some concern on the sale of the dredge pipe, which Mr. Webster stated he was going to investigate.

Vice Pres. Barbas questioned why the employee benefits were at 91% of the annual budget, then requested to have it investigated.

Pres. Christian wasn't comfortable approving the budget until some questions were answered.

*Vice Pres. Barbas made a motion to continue this until next meeting.  
Seconded by Treas. Thompson. Voting yes: unanimous.*

6. **Operational Report:**

Mr. Webster read his operational report.

The board had some concerns regarding Frontier requesting to dig up and repair parts of their conduit line that is broken in the boat yard and kite field.

The board requested for more information on the Frontier matter.

7. **Old Business:**

a. **SEP-IRA:**

Ms. Lindley-Hall updated the board that Financial Officer Kim Boom is currently working with Musser and Olsen, who is guiding her through the whole process to get this matter resolved.

b. **Portside Suites:**

*Vice Pres Barbas made a motion that Treasure Roger Thompson be the signatory for the sale of the property to Portside Suites. Seconded by Pres. Christian. Voting yes: unanimous.*

c. **Busch:**

Mr. Webster updated the board that Mrs. Busch has scheduled for the lot line adjusters to come out.

The board requested for another update at the next meeting.

d. **Harbor Sanitary District:**

Vice Pres. Barbas informed the board that he had spoken with Kelly at Harbor Sanitary and they do want the sale to go through as authorized by the prior board, but they are concerned if we have a clear title, or if there are any liens or encumbrances. For the lot line adjustment, they were going to have to hire a surveyor and the bid that they had was \$8,000 for the survey, and before they put that kind of money into a survey, they want to make sure that we have clear title and we can convey it to them.

Ms. Lindley-Hall informed the board that she has already contacted IFA requesting a list of properties that are being held as security for the loans because that list will help with projects going forward.

The board directed Ms. Lindley-Hall to also do a title search.

## 8. New Business:

### a. **Budget Officer:**

Ms. Lindley-Hall informed the board that she has not had time to speak with Kim Boom about becoming the budget officer and what she would like for compensation.

Pres. Christian scheduled with the board to have another meeting March 6 at 6pm to discuss this item again, along with the rates.

### b. **Budget Committee:**

The board invited the public to put in applications to be apart of the budget committee and directed staff to post the vacancy on the Port website.

John Brazil requested to hold his comment until the next meeting on March 6.

## 9. Commissioners Report

The board thanked staff for the work they have been doing and welcomed interim manager Kathy Lindley Hall to the team.

## 10. Non-Agenda Related Public Comments:

**Dan Fraser:** asked Sec. Martin if he has checked with the Oregon State Marine Board on what we as commercial fishermen have a right to, what our fees are used by the state marine board to pay for grants that this docks down here are built for?

**David Castellanos:** wanted to verify that he still has his slip on D 10, and that he had bumpers on that dock that were removed and thrown in the dumpster. Which president Christian directed Mr. Castellanos to start at the Port Office and speak with Kathy or Travis regarding this matter.

**John Brazil:** wanted the board to take into consideration that when they are talking about Portside Suites and Busch, he thought that there would be some delineation between some land that may be

removed from the port's jurisdiction and to private ownership. Warned the board that he had found in his previous history that relinquishing in any right or way or easements that has been established on those particular pieces of property. Hope that the easements would be recognized and dealt with appropriately when transferring the properties. Would also like to see, as a public person, a more detailed explanation of why we have a \$20 million port, that is taking a 25% relative depreciation. What part of the port are we devaluing at the tune of \$5 million?

No other non-agenda related public comments.

**11. Executive Session ORS 192.660 (2)(h):**

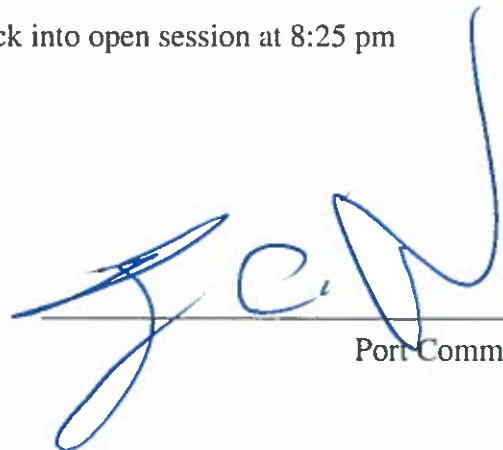
**h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.**

The board went into executive session at 6:51 pm

The board came out of executive session and went back into open session at 8:25 pm

**12. Adjournment:**

The meeting was adjourned at 8:25 p.m.



Port Commissioner