

Port of Brookings Harbor Board of Commissioners
Commissioners Meeting Minutes
Tuesday, January 30, 2018 6:00 pm
Previous Port Office: 16330 Lower Harbor Rd, Brookings OR 97415

1. **Call to Order and Roll Call:**

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

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: Foreman Travis Webster and Operations Brent Ferguson.

2. **Approval of Agenda:**

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

*Pres. Christian made a motion to amend the agenda and remove Interim
Manager under New Business.*

*Vice Pres. Barbas amended him motion to remove interim manager.
Seconded by Sec. Martin. Voting yes: unanimous.*

3. **Agenda Related Public Comments:**

No agenda related public comments.

4. **Approval of Minutes:**

a. **Special Meeting – Wednesday, December 13, 2017:**

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

b. **Regular Meeting – Tuesday, December 19, 2017:**

Vice Pres. Barbas made a motion approve the minutes as written.

Vice Pres. Barbas realized that there was a typographical error with one of the motions.

Vice Pres. Barbas withdrew his motion

Pres. Christian suggested to table until the next meeting.

c. **Special Meeting – Wednesday, December 27, 2017:**

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

d. **Special Meeting – Friday, December 29, 2017:**

Vice Pres. Barbas made a motion approve the minutes as written.

5. Financial Report:

Vice Pres. Barbas had a question about a journal entry correction and now its showing up in accounts receivable, it's not clear how it transpired.

Mr. Webster informed him that he will need some time before answering that question.

6. Operational Report:

Mr. Webster read his operational report to the board and public.

7. Old Business:

a. Sale of 14" Dredge Pipe:

Mr. Webster informed the board that someone is interested in the pipe and wanted to make sure it was still okay to proceed in selling it.

Treas. Thompson made a motion to allow Mr. Webster to negotiate the sale of the 14-inch dredge pipe, \$5.00 a foot for 7,000 feet, and less for 3,000 feet. Seconded by Comm. Davis. Voting yes: unanimous.

b. Telehandler:

Pres. Christian informed the board that she has been in contact with Umpqua bank and they had some concerns regarding our final audit report, and they wanted some bio's. If for some reason this loan doesn't go through, we do have a backup plan.

Pres. Christian warned the board that they will need to authorize a signer.

Vice Pres. Barbas made a motion to authorize Treasure Thompson to sign off on whichever loan we decide to go with, M2 or Umpqua, for the telehandler. Seconded by Sec. Martin. Voting yes: unanimous.

c. RV Park Restrooms:

Sec. Martin informed the board that he had talked to Kelly with Harbor Sanitary and about every year we get a storm with swells that overwhelm the parking lot and the restrooms with salt water, sand, and driftwood.

Mr. Webster did let the board know that automatic door closers were placed on the bathroom doors Friday.

Sec. Martin was warned that if water and sand continue to get into the system, Harbor Sanitary District could impose a 10-day warning, which would entitle them to shutting the system down.

Sec. Martin made a motion to lock the restroom doors during high surf advisories issued by the National Weather Service.

Mr. Webster had concern for our RV Park guests and having the restroom closed.

Treas. Thompson doesn't believe you have to have a restroom in a full hookup RV Park, but the board wanted clarification before proceeding.

8. **New Business:**

a. **Interim Manager:**

Refer to item number 2, approval of agenda.

9. **Non-Agenda Related Public Comments:**

David Castellanos: informed the board that he has been a moorage holder for 5 years now and apparently somehow lost his slip. The board encouraged Mr. Castellanos to go to the Port Office and speak with Mr. Webster.

Doug Lewis: informed the board that while looking at the size of the Port compared to the number of staff, its pretty unrealistic, and an overload on personnel. Thinks we need to really watch where we spend the few dollars that we have available on. Suggested to get a few more employees in the office and definitely out in the field. Encouraged the board to protect the good workers that we have and get them a few more people to help them out so we can get some of the stuff done.

Drew: Mr. Thompson questioned the concrete testing's, but in your contract documents it should detail who your inspector record is, when testing is to be done, and who your tester is. And if the terms and obligations are not being met, then you should be able to buy a legal recourse. Asked the board where in your contract documents, you have an inspector record and where that documentation should be coming to. Should it be coming to this board or it should be coming to the port staff? Where is that?

Tom Beene: there's been comments made by this board, that there are cosmetic problems with the dock. That dock is not a new car. It's an industrial entity. And just to say that there's problems with the dock, not say exactly what the problem is, just leaves innuendos, like is what is being posted on social media, editorials to the paper and such. So, this stuff just coming up, even from people out here, that are not on the board, then it's just saying, "Well, this is wrong. This is right." Tell me. What's wrong with it? What's right with it? And if you can't do that, then you just need not say anything.

No other non-agenda related public comments.

10. **Commissioners Report**

Treas. Thompson congratulate Mr. Webster and his crew on the good job they are doing.

Vice Pres. Barbas asked the board to talk about the system development charges credits that we have at the next meeting, Pres. Christian agreed. Would like to figure out who is going to the SDAO conference, which Treas. Thompson is attending. There's been three cores taken that have shown that the dock is of adequate thickness and then we received some results on testing on the dock. Thinks we will evaluate that and move forward. Currently doesn't think there's any evidence to say that there's anything wrong with that dock.

No other commissioner reports.

11. **Adjournment:**

The meeting was adjourned at 6:42 p.m.



Port Commissioner