

**PORT OF BROOKINGS HARBOR**  
**Special Commission Meeting**  
**Thursday, February 4, 2021 • 9:00am**  
**Teleconference / Meeting Room** *(limited capacity)*

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**Teleconference Call-In Number: 1 (253) 215-8782**

**Meeting ID: 841 9077 0642**

**Passcode: 02042021**

**(to mute/unmute: \* 6)**

*When calling in, please announce your arrival and state your name when you join the meeting.*

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**TENTATIVE AGENDA**

**1. CALL MEETING TO ORDER**

- Roll Call
- Modifications, Additions, and Changes to the Agenda
- Declaration of Potential Conflicts of Interest

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENTS** – (Limited to a maximum of three minutes per person. Please email your comments to [danielle@portofbrookingsharbor.com](mailto:danielle@portofbrookingsharbor.com) prior to the meeting. \*\*\*Please wait to be called on before speaking\*\*\*)

**4. ACTION ITEMS**

- A. Commissioner Roy Davis
- B. Fuel Dock Project Changes

**5. INFORMATION ITEMS**

- A. None

**6. COMMISSIONER COMMENTS**

**7. NEXT REGULAR MEETING DATE** – Tuesday, February 16, 2021 at 6:00pm

**8. ADJOURNMENT**

A request for an interpreter for the hearing impaired, for those who want to participate but do not have access to a telephone, or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Brookings Harbor Office at 541-469-2218.

# ACTION ITEM – A

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**DATE:** February 4, 2021  
**RE:** Commissioner Roy Davis  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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## OVERVIEW

- Roy Davis passed away February 3, 2021. The commissioner position automatically becomes vacant and filled by the remaining Board members per ORS 198.320.
- ORS 198.320.
  - 1) Except as otherwise provided by law, a vacancy in an elected office in the membership of the governing body of a district shall be filled by appointment by a majority of the remaining members of the governing body. If a majority of the membership of the governing body is vacant or if a majority cannot agree, the vacancies shall be filled promptly by the county court of the county in which the administrative office of the district is located.
  - 2) This subsection applies to districts defined in ORS 255.012 ("District" defined) which have a regular district election on a date specified in ORS 255.335 (Regular district election). The period of service of a person appointed under subsection (1) of this section shall expire June 30 next following the next regular district election at which a successor is elected. The successor shall be elected to serve the remainder, if any, of the term for which the appointment was made. If the term for which the appointment was made expires June 30 after the election of the successor, the successor shall be elected to a full term. In either case the successor shall take office July 1 next following the election.
- This position can be left vacant and allow the Special District Election to take place to fill the vacancy on July 1.

## DOCUMENTS

- May 18, 2021 Special District Election, 1 page

## COMMISSIONERS ACTIONS

- **Recommended Motions:**
  1. Motion to declare Commissioner position #3 vacant.
  2. Motion to fill the vacancy by board appointment as soon as possible; or motion to leave the position vacant until filled by the voters at the May election.
  3. Motion to appoint a new President of the Commission.
  4. If necessary, motion to appoint other Commission officers as necessary.



Reneé Kolen  
Curry County Clerk

Elections Division

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**May 18<sup>th</sup> 2021**  
**Special District Election**

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Candidate filing: No Sooner Than - February 6, 2021  
No Later Than - March 18, 2021  
*Candidate filing form [SEL 190](#)*

Mail Military & Overseas ballots: NLT - April 3, 2021

Mail Out of State ballots: NST - April 19, 2021

Mail bulk ballots: NST - April 28, 2021  
NLT - May 4, 2021

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**Voter Registration Deadline: **April 27 2021****

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Candidate / Measure Register  
[North](#) - [Central](#) - [South](#)  
Ballot Return  
Election Results

## **ACTION ITEM – B**

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**DATE:** February 4, 2021  
**RE:** Fuel Dock Project Changes  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Legacy demolished the existing structure and found a second concrete slab. After demolishing the second concrete slab more rock was encountered than expected.
- Jack Akin/EMC Engineers, Port Engineer for the project recommends moving the ramp and eliminate the structure due to the additional rock prohibiting driving the H-pile beams as designed. The new ramp connection would include driving two H-pile beams to secure the connection.
- Existing stairs would also be demolished. Fuel and utility lines would be rerouted and reconnected to the access ramp. Concrete walkway would be poured for access to the ramp from existing concrete slab.
- Jack Akin and Port staff will work with Legacy to determine cost of changes and create Change Order #2 for the Board to approve. Today's approval will allow Legacy to continue the project without delay.

### DOCUMENTS

- Jack Akin/EMC Engineers email, 2 pages
- Existing Subgrade photo, 1 page
- Proposed Change for Access to Fuel Dock, 2 pages

### COMMISSIONERS ACTION

- **Recommended Motion:**  
Motion to approve eliminating the concrete access structure and relocate the ramp and utilities to the proposed location. Project monetary changes will be reconciled at a later date.

**From:** Jack <emc@emcengineersscientists.com>  
**Sent:** Wednesday, February 3, 2021 8:41 AM  
**To:** Gary Dehlinger-Port of Brookings Harbor  
**Subject:** Fuel Dock Access Pad

Gary, Travis-the following is a narrative describing our proposed solution to the dock access pad problem.

### **Discovery of Riprap Base**

Upon removal of the top plate, sidewalls and bottom plate of the concrete fuel dock access pad we found another, subsurface plate (as much a three feet thick in some places) beneath the bottom plate. That plate was pinned to riprap, which was discovered to underlay the entire pad. This may explain why those that constructed the pad some thirteen years ago had elected not to conform to the engineered drawings.

It would have helped if they had provided some asbuilt drawings that communicated the changes made in the field. Now it is probably not the best practice to place some forty tons of concrete atop and pinned to a riprap system alongside an unstable embankment, as we can now see, but that is what we find.

So now we know that the entire fuel dock access pad was placed on a riprap foundation. The design proposed for this project is prescribed on independent support from driven columns (H-Piles), to avoid the threat of “daylighting”, that is: the shifting of the embankment, primarily due to storm and groundwater pore pressure, combined with tidal scour.

### **The Problem**

We find that we cannot drive piles in any nearby area to provide the necessary four-pile support for a concrete pad close enough to provide access to the fuel dock.

### **Proposed Solution**

However, during discussions with Port Management, the question was posed as to whether an access pad was really necessary, since access to the fuel dock was the function of the pad, if another access route could be found. The primary advantage of the pad was to reduce the slope of the gangway (maximum at low tide).

So if we simplify the design of the gangway by locating two supporting H-piles somewhat away from the edge of the embankment, closer to the top floor elevation, we can provide access, though perhaps at somewhat a greater slope.

### **Slope Difference**

An estimated increase/decrease in gangway slope can be estimated. The top concrete pad (above the steps) is fixed to about +22' MLLW elevation. The top of the fuel dock access pad (now removed) was at about +16' MLLW. Given a lowest low tide of -2' MLLW, and adding 2 feet to top of Fuel dock decking, we have a maximum drop from the pad of 16'. The length along the top of 50' gangway from the north edge of access pad to the edge of the fuel dock is about 44.5'. Therefore the maximum gangway slope in % is about 38.4% (approx.. 21 degrees). If a 60' gangway was used without a pad, it looks like we can place on-shore connection

to H-piles at about +20' MLLW elevation. The resulting elevation difference would be 20 feet, and the resulting slope about 37.4%.

So, given the placement as described, there would be no significant change in slope by eliminating the fuel dock access pad.

It was suggested during the above-described discussions that a 60' gangway, presently planned for the work dock access, could be exchanged with the present fuel dock access pad 50' gangway.

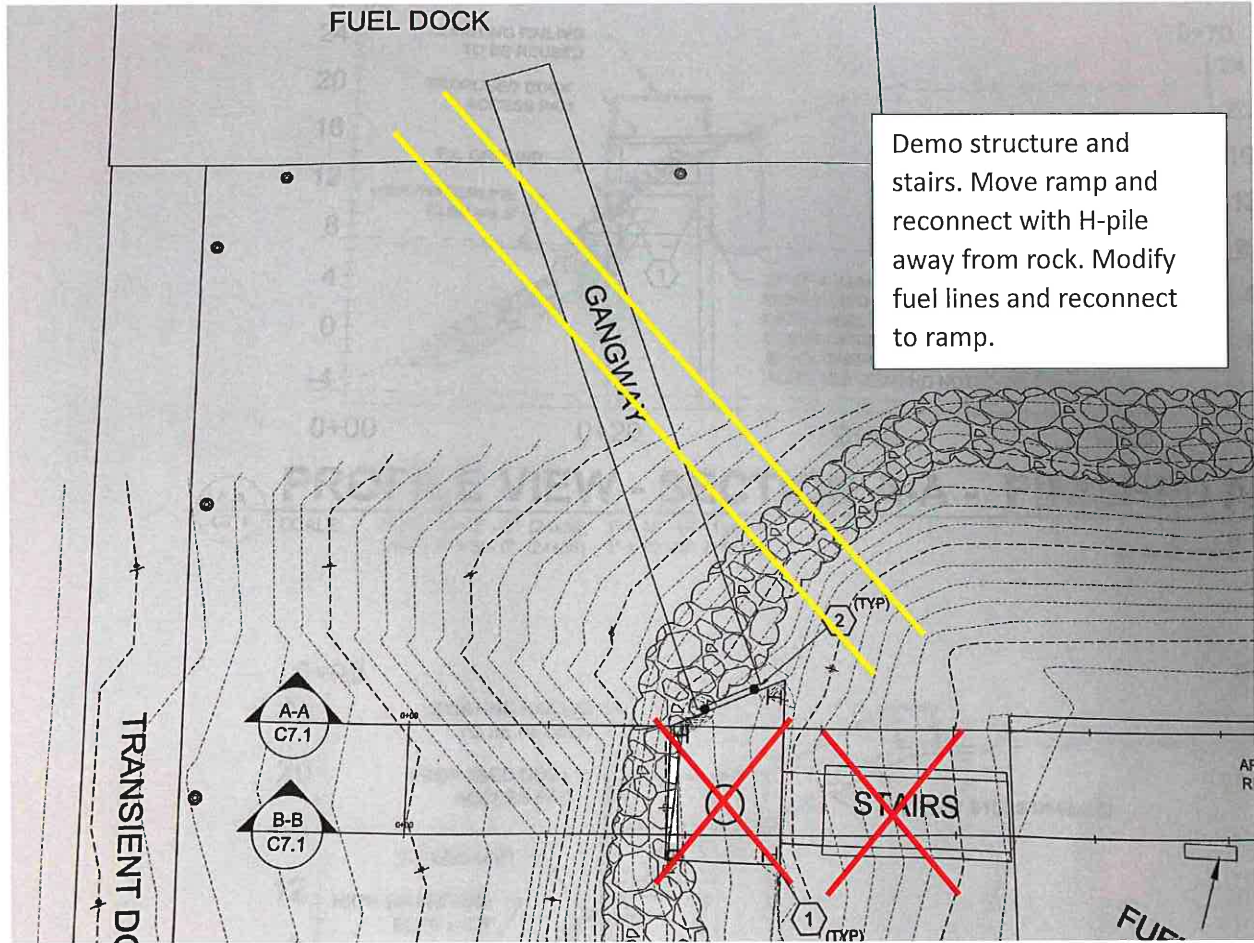
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# Existing Subgrade for Access Structure



# Proposed Change for Access to Fuel Dock





# Proposed Change for Access to Fuel Dock



Old structure and ramp connection was here.

Proposed realignment and new connection point here.