

APPROVED MINUTES
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
PORT OF BROOKINGS HARBOR DISTRICT

Wednesday, March 18, 2026

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 regular 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 Sharon Hartung called the Regular Meeting of the Port of Brookings Harbor Board of Commissioners to order at 2:00pm.

• Port of Brookings Harbor Commissioners Present:

Sharon Hartung, President (Pos. #2); Larry Jonas (Pos. #3); Kelsey Bozeman (Pos. #4); Daniel Fraser, Secretary/Treasurer (Pos. #5). Joseph Speir, Vice-President (Pos. #1) was absent.

• Port of Brookings Harbor Management and Staff:

Travis Webster, Port Manager; April Walker, Office Manager; and Danielle King, Safety/Administrative.

- There were no modifications, additions, or changes to the agenda.
- There were no declarations of potential conflicts of interest.

2. APPROVAL OF AGENDA – Audio time 0:01:37

A motion was made by Fraser and seconded by Bozeman to approve the agenda as written. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

3. APPROVAL OF MEETING MINUTES – Audio time 0:01:55

A. Approve Minutes of Regular Commissioner Meeting Wednesday, February 18, 2026.

The Board did not have any questions or comments.

A motion was made by Jonas and seconded by Bozeman to approve the minutes as presented. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

4. PUBLIC COMMENTS – Audio time 0:02:21

There was one public comment. William Manning spoke to the Board about considering what is at stake for our Port if we don't have a wastewater treatment plant. Suggested the fishermen contribute a penny or two per pound towards helping pay for it.

5. MANAGEMENT REPORTS / APPROVAL – Audio time 0:04:43

Webster reported on February maintenance items Port staff completed in RV Park and Marina. Noted that the dredge season has been completed, and we mailed out clean up letters to gear storage holders. Repairs will be done to the Hallmark area before another tenant comes in. Fraser and Jonas asked about the Pole Barn.

Dehlinger reviewed Project Manager Report. Board discussed the sediment.

King reviewed the Safety, Security & Environmental Report. Board had no questions or concerns.

Walker reviewed the Financial Report. Board had no questions or concerns.

A motion was made by Jonas and seconded by Bozeman to approve the Management & Financial Reports as discussed. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

6. ACTION ITEMS

A. Resolution No. 2026-02, Boat Yard Work Plan & Agreement – Audio time 0:14:09

Webster reviewed the item with the Board. Board did not have any questions or comments.

A motion was made by Jonas and seconded by Bozeman to approve Resolution No. 2026-02, Boat Yard Work Plan & Agreement. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

B. Resolution No. 2026-03, Boat Trailer Storage Agreement – Audio time 0:16:13

Webster reviewed the item with the Board. Fraser asked about the length of storage and requested to remove Beachfront trailers from being in the resolution.

A motion was made by Fraser and seconded by Bozeman to table Resolution No. 2026-03 Boat Trailer Storage Agreement with some cleanup language in

the new resolution for long-term storage of boat trailers. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

C. Resolution No. 2026-04, Permit to Sell Fish (Off Boat) – Audio time 0:22:48

Webster reviewed the item with the Board. Board and staff discussed how to make it possible for non-moorage holders to hold a permit to sell fish off their boat. Board allowed public comment. Board would like to see what some minimum requirements would be and where they could be located.

A motion was made by Fraser and seconded by Bozeman to table Resolution 2026-04, Standards for Granting a Permit for Sales of Fish Products off Boats. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

D. Wastewater Treatment Plant & Pacific Seafood – Audio time 0:48:07

Webster reviewed the item with the Board. Bozeman asked about Pacific Seafood. Board expressed their regret. Board allowed public comment.

A motion was made by Jonas and seconded by Hartung to approve Resolution 2026-05 terminating the current EPA funded Wastewater Treatment Plant project. The motion passed 3 – 1. Yes: Jonas, Bozeman, Hartung. No: Fraser.

E. EPA Technical Correction – Audio time 1:06:08

Webster reviewed the item with the Board. Jonas asked if staff has a list of possible projects. Webster explained the boat yard and infrastructure in Basin II.

A motion was made by Jonas and seconded by Fraser to approve the Port Manager to consult with the EPA Regional Contact and submit an EPA Technical Correction for funding stormwater improvements at the Port. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

F. Strategic Business Plan & Capital Outlay Projects – Audio time 1:08:50

Webster reviewed the item with the Board. Hartung asked about the pole barns.

A motion was made by Bozeman and seconded by Jonas to approve updated Strategic Business Plan Capital Improvement Plan Table 5 and proposed Capital Outlay projects list for fiscal year 2026-2027. The motion passed 4 – 0. Yes: Jonas, Bozeman, Fraser, Hartung. No: none.

7. INFORMATION ITEMS

A. Hallmark Fisheries Lease Agreement – Audio time 1:13:40

Webster reviewed the item with the Board.

B. Draft Resolution No. 2026-XX, Port Rates, FY 2026-27 – Audio time 1:16:07

Webster reviewed the item with the Board. Fraser asked about the waitlist, Walker explained.

C. DEQ 1200-Z Stormwater Test Results – Audio time 1:18:23

Webster reviewed the item with the Board. Board discussed Hallmark and metals in the boat yard.

D. Salmon Season Alternatives – Audio time 1:21:59

Fraser reviewed the item with the Board.

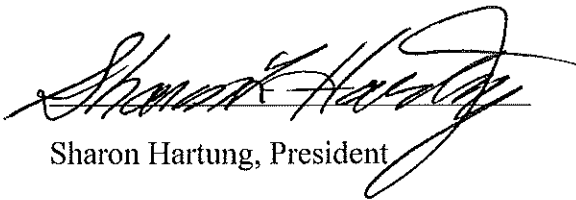
8. COMMISSIONER COMMENTS – Audio time 1:25:26

Board had no comment. Board allowed public comment.

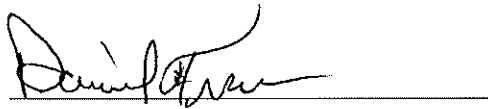
9. NEXT REGULAR MEETING DATE – Wednesday, April 15, 2026, at 2:00 PM

10. ADJOURNMENT – Audio time 1:26:35

Having no further business, the meeting adjourned at 3:25 pm.


Sharon Hartung, President

4-24-26
Date Signed


Daniel Fraser, Secretary/Treasurer

24 April 2026
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.