

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

Thursday, July 6, 2023

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 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). Kenneth Range (Pos. #5) 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 modification, additions, or changes to the agenda.
- There were no declarations of potential conflicts of interest.

2. APPROVAL OF AGENDA – Audio time 0:01:00

A motion was made by Speir and seconded by Jonas to approve the agenda. The motion passed 4 – 0.

3. ELECTION OF COMMISSION OFFICERS – Audio time 0:01:15

A. One-year term of office from July 1 until June 30.

- **President:** A motion was made by Hartung and seconded by Speir to nominate Richard Heap as President.
- **Vice President:** A motion was made by Jonas and seconded by Hartung to nominate Joe Speir for Vice President.
- **Secretary/Treasurer:** A motion was made by Speir and seconded by Jonas to nominate Sharon Hartung for Secretary/Treasurer.

The motion passed 4 – 0.

4. PUBLIC COMMENTS – Audio time 0:02:27

There were no public comments.

5. ACTION ITEMS

A. Commissioner Range Resignation Letter – Audio time 0:02:36

Webster reviewed Commissioner Range's resignation letter that was effective immediately. Webster let the Board know what the selection process was in the past. Jonas asked if there were any other options, there was discussion regarding what options the Board held. Commissioner Heap likes the scoring system and has used that in the past on other boards but would like to have an executive session regarding the candidates if possible.

A motion was made by Hartung and seconded by Jonas to approve Ken Range's resignation with the Port of Brookings Harbor Board of Commissioners, and to have the Port Manager place an advertisement into the Curry Pilot regarding a request for a candidate for the Port of Brookings Harbor Board of Commissioners and be brought back to the Board in August Regular Meeting. The motion passed 4 - 0.

Heap thanked Commissioner Range for his contributions to the Port of Brookings Harbor.

B. Chetco Dustless Blasting Lease Agreement – Audio time 0:11:36

Webster updated the Board on what improvements the owner would like to make. Would like to upgrade footprint by adding two Conex containers, a drain and catch basin, along with a concrete pad. The Board had some questions regarding the upgrades.

A motion was made by Jonas and seconded by Speir to approve Chetco Dustless Blasting Lease Agreement. The motion passed 4 – 0.

6. INFORMATION ITEMS

A. Brookings Real Estate Lease Agreement – Audio Time 0:16:46

Webster updated the Board on how the lease agreement is coming along.

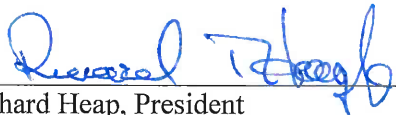
7. COMMISSIONER COMMENTS – Audio time 0:21:52

Commissioner Heap and Commissioner Hartung discussed the pros and cons of the 4th of July Fireworks display and closing off the road to Beachfront RV Park, along with the pros and cons to the Slam N Salmon event.

8. NEXT REGULAR MEETING DATE – Wednesday, July 19, 2023, at 2:00 PM

9. ADJOURNMENT – Audio time 0:25:34

Having no further business, the meeting adjourned at 10:25am.



Richard Heap, President

8-16-23

Date Signed



Sharon Hartung, Secretary/Treasurer

8-16-23

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.