

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

Tuesday, August 30, 2022

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:**
Sharon Hartung Secretary/Treasurer (Pos. #2); Larry Jonas (Pos. #3); Richard Heap, President (Pos. #4); and Kenneth Range (Pos. #5). Joseph Speir, Vice-President (Pos. #1) was absent.
- **Port of Brookings Harbor Management and Staff:**
Travis Webster, Harbormaster and Danielle King, Safety/Administrative.
- There were no modifications, additions, and changes to the agenda.
- There were no declarations of potential conflicts of interest.

2. APPROVAL OF AGENDA – Audio time 0:01:05

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

3. PUBLIC COMMENTS – Audio time 0:01:24

There were no public comments.

4. ACTION ITEMS

A. None – Audio time 0:01:30

5. INFORMATION ITEMS

A. Boat Yard Building(s) – Audio Time 0:01:33

Webster reviewed the material given to the Board, informed them that inspection of the building is still on going and pictures are being taken once a month, so far, no new changes to the building. Webster suggested to continue monitoring, see what funding sources are available or wait until the new manager arrives. Heap stated that this meeting will be the Board deciding what they want it to look like and want it to have and agreed with Webster that this should be left to the new Manager to take on. The Board agreed on focusing on storage and a shop building, like page 65 in the packet, incorporate a bathroom into the corner of the building. Each unit would have their own utility meters, fire suspension no matter what, investigate floor drains, do the essentials to each unit any additional improvements would be paid for by the tenant and tenants would have all new leases. Building options are metal or pole barn.

6. COMMISSIONER COMMENTS – Audio time 0:35:45

There will be a Commissioner Meeting September 6 at 10AM with Jack Akin regarding the wastewater treatment plant and if we like the design and concept that will be submitted to DEQ for the permitting processes.

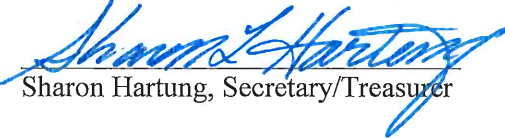
7. NEXT REGULAR MEETING DATE – Wednesday, September 21, 2022, at 2:00PM

8. ADJOURNMENT – Audio time 0:37:57

Having no further business, the meeting adjourned at 10:37 am.


Richard Heap, President

10-21-2022
Date Signed


Sharon Hartung, Secretary/Treasurer

10-21-22
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.