

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

Thursday, September 3, 2020

The Port of Brookings Harbor District met in special session on the above date at 2:00 P.M. Open session at the Port Conference Room, 16350 Lower Harbor Road Suite 202, Harbor OR, 97415 and also via teleconference.

1. CALL MEETING TO ORDER

- **Roll Call**
 - Commissioners present: Commissioner Joseph Speir, Secretary/Treasurer Sharon Hartung, President Roy Davis, Vice President Richard Heap via phone, and Commissioner Kenneth Range.
 - Staff present: Port Counsel Martha Rice, Harbormaster Travis Webster, and Administrative Assistant Danielle Shepard.
- **Modifications, Additions, and Changes to the Agenda**
 - There was no modifications, additions, or changes to the agenda.
- **Declaration of Potential Conflicts of Interest**
 - There was no declaration of potential conflicts of interest.

2. APPROVAL OF AGENDA

- *Hartung made a motion to approve the agenda as written. Second by Range. Motion passed 5-0.*

3. PUBLIC COMMENTS

- The following individuals addressed the Commissioners regarding subject matters not on this meeting's agenda: Gary Hartung

4. ACTION ITEMS

A. Hazard Mitigation Grant Program (HMGP) for FEMA DR-4452

- I. Harbormaster presented item.
- II. Commission discussed item.
- III. *Range made a motion to approve completing the Hazard Mitigation Grant for FEMA DR-4452 and allow the Port Manager to sign grant documents to be submitted to Oregon Emergency Management. Second by Speir. Motion passed 5-0.*

B. New Port Office – COVID-19 Compliance

- I. Harbormaster presented item.
- II. Commission discussed item.
- III. President allowed public comments.
- IV. President moved the discussion back to the board.
- V. Commission discussed item.
- VI. Board agreed to table this item until more information can be gathered.

5. INFORMATION ITEMS

A. None


6. COMMISSIONER COMMENTS

- Commissioners had nothing to report.
- President allowed comments from Port's Engineer, Jack Akin, with EMC.

7. NEXT REGULAR MEETING DATE – Tuesday, September 15, 2020 at 6:00 P.M.

8. ADJOURNMENT

- President adjourned the meeting at 2:53 pm.


Secretary/Treasurer, Sharon Hartung

10-20-20
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