

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

Tuesday, February 26, 2021

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 zoom teleconference.

1. CALL MEETING TO ORDER

- **Roll Call**
 - Commissioners present: Vice President Joseph Speir, Secretary/Treasurer Sharon Hartung, President Richard Heap, and Commissioner Kenneth Range.
 - Staff present: Port Counsel Martha Rice, Port Manager Gary Dehlinger, Harbormaster Travis Webster, and Admin/Safety Danielle King.
- **Modifications, Additions, and Changes to the Agenda**
 - Commissioner Range requested to add Information Item A, Potholes in Dry Camping
- **Declaration of Potential Conflicts of Interest**
 - There was no declaration of potential conflicts of interest.

2. APPROVAL OF AGENDA

- *Range made a motion to approve the agenda as written with the addition of potholes in information item. Second by Speir. **Motion passed 4-0.***

3. PUBLIC COMMENTS

- No public comments.

4. ACTION ITEMS

A. RV Park Restroom Restoration

- I. Port Manager presented item.
- II. Commission discussed item.
- III. Port Manager and Harbormaster discussed item.
- IV. Commission discussed item.
- V. Harbormaster discussed item.
- VI. *Speir made a motion to approve the restoration of the existing main restroom/shower building as part of the RV Park Project using the Port Construction Fund. Second by Range.*
- VII. Commission discussed item.
- VIII. **Motion passed 4-0.**

B. RV Park Project

- I. Port Manager presented item.
- II. Commission discussed item.
- III. Harbormaster discussed item.
- IV. Commission discussed item.
- V. Port Manager discussed item.

- VI. Commission discussed item.
- VII. Harbormaster discussed item.
- VIII. Commission discussed item.
- IX. President allowed public comments.
- X. President moved discussion back to the board.
- XI. *Speir made a motion to approve modifying the scope of the RV Park Project. Scope of the project will include installing new pull-thru sites with utilities, reconfiguring, and remodeling pull-thru site 78-103 for better access with new utilities and dividers. All remaining pull-thru sites to include new utilities and new dividers. All sewer caps to be replaced with a self-closing cap and two new trash bin enclosures. Second by Hartung. Motion passed 4-0.*

C. Eviction of Seal Cove Realty

- I. Port Manager presented item.
- II. Commission discussed item.
- III. Counsel discussed item.
- IV. Commission discussed item.
- V. Port Manager and Harbormaster discussed item.
- VI. Commission discussed item.
- VII. Counsel discussed item.
- VIII. *Hartung made a motion to approve Port legal counsel to begin the legal process of removing personal belongings from Seal Cove Realty leased premises and give the Port Manager the authority to sign any legal notices. Second by Range. Heap amended motion to add legal notices and documents pertaining to this issue. Motion passed 4-0.*

5. INFORMATION ITEMS

A. Potholes in Dry Camping

- I. Commissioner Range presented item.
- II. Port Manager discussed item.
- III. Commission discussed item.
- IV. Port Manager discussed item.

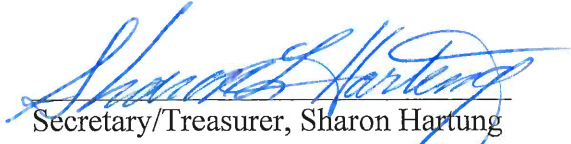
6. COMMISSIONER COMMENTS

- Commissioners reported on their recent activities.

7. NEXT REGULAR MEETING DATE – Tuesday, March 16, 2021 at 6:00 P.M.

8. ADJOURNMENT

- President adjourned the meeting at 2:44 pm.


Secretary/Treasurer, Sharon Hartung

3-16-21
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