

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

**Thursday, July 30, 2020**

The Port of Brookings Harbor District met in special session on the above date at 3:00 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: Secretary/Treasurer Sharon Hartung, President Roy Davis, and Vice President Richard Heap. Commissioners Joseph Speir and Kenneth Range were absent.
  - Staff present: Port Manager Gary Dehlinger, Harbormaster Travis Webster, and Administrative Assistant Danielle Shepard.
- **Modifications, Additions, and Changes to the Agenda**
  - President requested to add Chetco Indian Memorial to Information Items.
  - *Hartung made a motion to add Chetco Indian Memorial to the agenda under information items. Second by Heap. Motion Passed 3-0.*
  - Port Manager requested to add dredging to information item.
  - *Heap made a motion to add clam dredging to the agenda under information item B. Second by Hartung. Motion Passed 3-0.*
- **Declaration of Potential Conflicts of Interest**
  - There was no declaration of potential conflicts of interest.

**2. APPROVAL OF AGENDA**

- I. *Heap made a motion to approve the agenda as amended. Second by Hartung. Motion passed 3-0.*

**3. PUBLIC COMMENTS**

- No public comments.

**4. ACTION ITEMS**

- A. **Procurement Approval for Sealcoating and Striping Boat Launch Parking Lot**
  - I. Port Manager presented item.
  - II. Harbormaster discussed item.
  - III. Commission discussed item.
  - IV. *Heap made a motion to approve draft Sealcoat and Striping Agreement with Strahm's Sealcoating & Striping, Inc. for \$19,326 for the Boat Launch Ramp Parking Lot. Second by Hartung. Motion passed 3-0.*
- B. **Procurement Approval for Port Office Copier**
  - I. Port Manager presented item.
  - II. Commission discussed item.

- I. *Heap made a motion to approve Pacific Office Automation 63-month lease agreement for a Ricoh IM C6000 with external paper deck copier for the Port Office. Second by Hartung. Motion passed 3-0.*

**5. INFORMATION ITEMS**

**A. Chetco Indian Memorial**

- I. Port Manager presented item.
- II. Commission discussed item.

**B. Clam Dredging**

- I. Port Manager presented item.
- II. Commission discussed item.

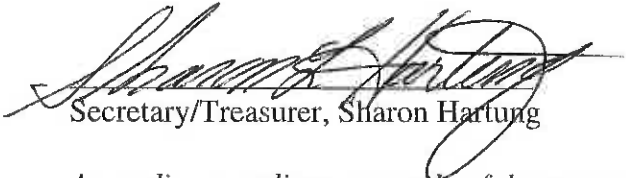
**6. COMMISSIONER COMMENTS**

- Commissioners reported on their recent activities.

**7. NEXT REGULAR MEETING DATE – Tuesday, August 18, 2020 at 6:00 P.M.**

**8. ADJOURNMENT**

- President adjourned the meeting at 3:41 pm.

  
Secretary/Treasurer, Sharon Hartung

8-19-20  
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](http://www.portofbrookingsharbor.com)*