

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

**Thursday, November 30, 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 10:06am. 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); Daniel Fraser (Pos. #5).
- **Port of Brookings Harbor Management and Staff:**  
Travis Webster, Port Manager; April Walker, Office Manager; Danielle King, Safety/Administrative; and James Walker, Port Counsel.
- 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 0:01:14**

**A motion was made by Speir and seconded by Fraser to approve the agenda. The motion passed 5 – 0.**

**3. PUBLIC COMMENT – Audio Time 0:01:31**

There were no public comments.

**4. EXECUTIVE SESSION per ORS 192.660 (2)(f) and ORS 192.660 (2)(i) – Audio time 0:01:42**

This executive session of the Port of Brookings Harbor Board of Directors is called pursuant to ORS 192.660 (2)(f) To consider information or records that are exempt by law from public inspection. ORS 192.660 (2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. Any member of the media that is here may remain. However, the Board will require that any information derived from this meeting may not be disclosed pursuant to ORS 192.660(4). ORS 192.660 (6) No executive session may be held for the purpose of taking any final action or making any final decision.

Adjourn out of executive session and reconvene into special session at 10:56 am.

**5. ACTION ITEMS**

**A. Bornstein Lease Amendment No. 2 – Audio Time 0:00:13**

Webster reviewed item with the Board. Bornstein would like to share their dock and hoist with Fisherman's Catch. This agreement would be from December to March.

**A motion was made by Speir and second by Hartung to approve Bornstein Seafood consent to sublease with Fishermen's Catch. Motion passed 5 – 0.**

**6. INFORMATION ITEMS**

A. None – Audio Time 0:05:05

Heap let the Board know that he was invited to participate in a work group to help develop a road map on how Oregon is going to work with Federal Government on the development of offshore wind energy. He was not aware that he was asked to be the representative for the Port of Brookings Harbor, but asked the Board if they had any issues. Heap will be asking them to come down and do an assessment.

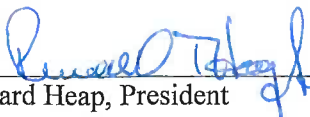
**7. COMMISSIONER COMMENTS - Audio Time 0:18:21**

Heap mentioned he went to a pacific fisherman's science round table, to get the fisherman and scientist to talk to each other. Working toward a portal for reporting.

**8. NEXT REGULAR MEETING DATE – Wednesday, December 20, 2023, at 2:00 PM**

**9. ADJOURNMENT – Audio time 0:19:41**

Having no further business, the meeting adjourned at 11:15 am.

  
Richard Heap, President

12-20-2023  
Date Signed

  
Sharon Hartung, Secretary/Treasurer

12-20-2023  
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).*