

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

**Tuesday, March 24, 2020**

The Port of Brookings Harbor District met in special session on the above date at 10:00 A.M. open session at the Port Conference Room, 16350 Lower Harbor Road Suite 202, Harbor OR, 97415 and via Teleconference.

**1. Call Meeting to Order:**

**I. Roll Call:**

- Commissioners present via teleconference: Treasurer Joseph Speir, Secretary Sharon Hartung, Chairman Roy Davis, Vice Chairman Richard Heap, and Commissioner Kenneth Range.
- Staff present: Port Counsel Martha Rice, Port Manager Gary Dehlinger, Harbormaster Travis Webster, and Administrative Assistant Danielle Shepard.

**II. Modifications, Additions, and Changes to the Agenda:**

- Representative David Brock Smith requested for the board to adopt Resolution 537.
- There was no other modifications, additions or changes to the agenda.

**III. Declaration of Potential Conflicts of Interest:**

- There was no declaration of potential conflicts of interest.

**2. Approval of Agenda:**

- Chairman Davis made an amendment to the agenda, adding Action C, Adopting Resolution 537.
- Heap made a motion to approve the agenda as amended. Second by Speir. **Motion passed 5-0.**

**3. Public Comments:**

- I. The following individuals addressed the Commissioners regarding subject matters on this meeting's agenda: Andy Martin & Mike Brouillette

**4. Action Items:**

**A. Possible Shut Down of RV Park & Port Operations:**

- I. Port Manager presented item.
- II. Commission discussed item.
- III. Chairman allowed Rep. Brock Smith to speak regarding the Governor Brown Executive Order due to COVID-19.
- IV. Chairman moved the discussion back to the commission.
- V. Range made a motion to close the rv park effective immediately through April and reevaluate before may 8<sup>th</sup>, public parking excluded and the public fishing pier to be closed. Second by Speir. **Motion passed 4-1. Yes: Speir, Hartung, Range, and Davis. No: Heap**

**B. Business Oregon Contract Amendment for Dock Repairs:**

- I. Port Manager presented item.

II. Speir made a motion to approve Business Oregon Contract Amendment Number 1 with the Port of Brookings Harbor. Second by Hartung. **Motion passed 5-0.**

**C. Adopting Resolution 537:**

I. Speir made a motion to approve Resolution 537. Second by Heap. **Motion passed 5-0.**

**5. Information Items:**

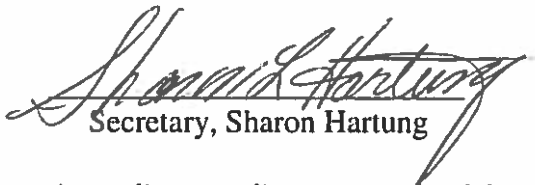
A. None

**6. Commissioner Comments:**

- Chairman asked Port Counsel if there was any advise for the Board and Staff.
- Rice confirmed the Port is going in the right direction per the Governors Executive Order.
- Commissioners thanked everyone for what they are doing to stay safe.
- Heap gave a salmon season update.
- Chairman allowed public comments.

**7. Adjournment:**

- Chairman adjourned the meeting at 11:09 am.

  
Secretary, Sharon Hartung

6/16/20  
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)*