

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

Tuesday, May 19, 2020

The Port of Brookings Harbor District met in special session on the above date at 6:00 P.M. open session at the Port Conference Room, 16350 Lower Harbor Road Suite 202, Harbor OR, 97415 also via teleconference and webinar.

1. CALL MEETING TO ORDER

- **Roll Call**
 - Commissioners present via teleconference: Treasurer Joseph Speir, Secretary Sharon Hartung, Vice Chairman Richard Heap, and Commissioner Kenneth Range. Chairman Roy Davis was absent.
 - Staff present: Port Counsel Martha Rice, Port Manager Gary Dehlinger, 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 – CONSENT ITEMS

- A. **Approved minutes of special meeting Tuesday, March 24, 2020**
- B. **Approved minutes of special meeting Thursday, April 2, 2020**
- C. **Approved minutes of special meeting Friday, April 17, 2020**
- D. **Approved minutes of special meeting Thursday, April 30, 2020**
 - I. *Range made a motion to approve the agenda. Second by Hartung. Motion passed 4-0.*
 - II. *Range made a motion to approved consent item A, B, C, & D, Tuesday, March 24, 2020, Thursday, April 2, 2020, April 17, 2020, and Thursday, April 30, 2020. Second by Speir. Motion Passed 4-0.*

3. PUBLIC COMMENTS

- The following individuals addressed the Commissioners regarding subject matters not on this meeting's agenda: Crissy Cooper.

4. MANAGEMENT REPORTS

- A. **Financial Report – April 2020**
- B. **Safety Report – April 2020**
 - I. Commission discussed item.
- C. **Harbormaster Report – April 2020**
- D. **Port Manager Report – April 2020**
 - I. Commission discussed item.
 - II. *Speir made a motion to approve the Financial report for April 2020, Safety Report for April 2020, Harbormaster Report for April 2020 and Port Manager Report for April 2020. Second by Hartung. Motion passed 4-0.*

5. ACTION ITEMS

A. 2020-2021 Port Rates

- I. Port Manager presented item.
- II. Commission discussed item.
- III. *Range made a motion to approve draft 2020-2021 Port Rates to be effective as of July 1, 2020, as outlined in Action Item A, but with the exception of leaving the live-aboard rates at \$75.00 a month. Second by Speir. Motion passed 4-0.*

B. Fuel Dock Access Pad and Dock Pile Replacement Contractor Selection

- I. Port Manager presented item.
- II. *Speir made a motion to approve Legacy Contracting Inc. the lowest responsible/responsive bidder for the Fuel Dock Access Pad and Dock Pile Replacement Project. Second by Hartung. Motion passed 4-0.*

C. Professional Services Contract

- I. Port Manager presented item.
- II. *Speir made a motion to approve the agreement for Professional Services, Financial Consultant. Second by Hartung. Motion passed 4-0.*

6. INFORMATION ITEMS

A. None

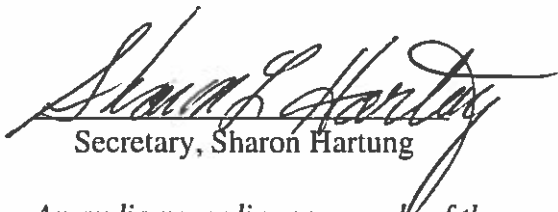
7. COMMISSIONER COMMENTS

- Commissioners reported on their recent activities.

8. NEXT REGULAR MEETING DATE – Tuesday, June 16, 2020 at 6:00 P.M.

9. ADJOURNMENT

- Vice Chairman adjourned the meeting at 6:28 pm.


Secretary, Sharon Hartung


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