

An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: www.portofbrookingsharbor.com.

PORT OF BROOKINGS HARBOR
Board of Commissioners
Special Meeting Minutes
Former Port Office
16340 Lower Harbor Road, Suite 103, Harbor OR 97415
Friday, December 21, 2018 • 3:00 pm

Commissioners present: Position 1, Secretary Joe Speir, Position 4, Vice Chairman Richard Heap, and Position 5, Treasurer Kenneth Range. Also, present were, Gary Dehlinger, Port Manager, Travis Webster, Harbormaster, Danielle Shepard, Marina Administrator, and members of the public.

1. Call to Order, Pledge of Allegiance, and Roll Call:

Heap called the meeting to order at 3:00 pm. Board and audience stated the pledge of allegiance.

2. Approval of Agenda:

There were no announced Modifications, Additions, or Changes to the Agenda. Nor were there any Declaration of Potential Conflicts of Interest.

3. Public Comments:

Kenneth Francis: Had comments on the growth of sea life in the Port; such as algae, snails and clams on bottoms of boats.

David Allen: Asked how many hours Security is getting paid in the Port; also talked about the number of security cameras there are in the Port; and brought up some of the cons to placing gates on the entryways to the docs. The Board asked some questions about the type of cameras he uses on his property.

4. Action Items:

Port Security

Dehlinger provided an overview of security in the Port including patrol by South Coast Knight Security (“SCKS”), security lights, security cameras, security gates and fencing.

A. Security Patrol:

Dehlinger reported that SCKS is currently contracted to patrol the Port for 2 hours per day, which costs \$2,000/month, and that a new service contract will need to be completed for 2019. The Board had questions regarding the adequacy of the patrol service. Discussion followed.

Range made motion to continue using South Coast Knight Security until a new service contract agreement is completed for calendar year 2019. Second by *Speir*. **Motion passed 3-0.**

B. Security Lights:

Dehlinger reported a request from a Port tenant to install additional parking lights in the Retail Parking Lot to increase visibility at night. The Board had questions regarding where current lights are, and what the costs of adding lights would be. Discussion followed.

Speir made a motion to install new parking lights when the availability of funds are there. Second by *Range*. **Motion passed 3-0.**

C. Security Cameras:

Dehlinger reported that there were, at one time, many security cameras installed throughout the Port that are currently non-functioning. The Board had questions and comments about the use and operation of different types of cameras. There were comments and suggestions from the public regarding types of cameras they use at their properties. Discussion followed.

Range made a motion that Gary investigate high-end cameras that can be located at each of the ramp accesses; and mount them in the best possible way. Second by *Speir*. **Motion passed 3-0.**

D. Security Gates and Fencing:

Dehlinger reported where the current gates and fences are located throughout the Port. *Webster* recommended fencing in the commercial areas to prevent public access to those areas. Discussion followed.

Range made a motion in regards to the gates at the docks, leave the gates as is, install lights and cameras and we will reevaluate whether we need to do something with the gates as far as closing them or leaving them open, as is. The second portion of it would be install the fencing and gates for the gear storage and dock receiving areas when the funds are available. Second by *Speir*. **Motion passed 3-0.**

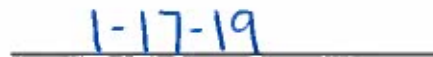
There were further public comments and suggestions regarding Port retail business and security, but no further actions or motions were made.

5. Adjournment:

Heap adjourned the meeting at 4:12 pm.



Signature



Date Signed