

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

PORT OF BROOKINGS HARBOR
Special Commission Meeting
Port Conference Room Suite 202
16350 Lower Harbor Road, OR 97415

Tuesday, February 26, 2019 • 3:00 pm

Commissioners present: Position 1 Secretary Joe Speir, Position 3 Chairman Roy Davis, 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 Meeting to Order:

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

Dehlinger mentioned that the only addition is the Infrastructure Grant Application that was received today. There were no other Modifications, Additions, or Changes to the Agenda. Nor were there any Declaration of Potential Conflicts of Interest.

2. Approval of Agenda:

Heap made a motion to approve the agenda as written. Second by Speir. Motion passed 4-0.

3. Public Comments:

There were no public comments.

4. Action Items:

A. INFRA Grant Application

Dehlinger mentioned that engineer Jack Akin with EMC has been helping with the grant application and continued to go over the logistics of the grant, and where he would be looking for funds. Dehlinger then went over the three phases of the project that would be spread out over the next few years.

Range made a motion to approve action item A, INFRA grant application, allowing Gary Dehlinger to sign and send in the application. Second by Speir. Motion passed 4-0.

B. Port Infrastructure Repair List

Dehlinger explained to the board Discretionary Immunity Clause.

Dehlinger went over fuel dock ramp failure and would like to place a permeant dock.

*Heap made a motion to approve moving forward with the fuel dock ramp failure, option 3.
Second by Davis. Motion passed 4-0.*

Dehlinger discussed Basin 1 and 2 slope failures, but not basin 2 west side, multiple areas are failing.

*Heap made a motion to approve the funding of the Basin 1 and 2 slope failures, option 1.
Second by Davis. Motion passed 4-0.*

*Heap made a motion to approve the Basin 2 west slopes failure, option 1.
Second by Davis. Motion passed 4-0.*

Dehlinger started to discuss Basin 1 and 2 dredging. Webster discussion about what type of dredge we could use within the in-water work period, and what options would be available with the material.

*Range made a motion on dredging of basin 1 and 2, option 3, when funds are available.
Second by Davis. Motion passed 4-0.*

Dehlinger believes that the fishing pier parking lot might have to be discussed with the Corps of Engineers. Range believes that the coast guard might be someone to talk to about finishing the project that they started.

Heap made a motion for fishing pier parking lot, option 1, when funds become available, and to investigate the damage done by contractors and Corps of Engineers. And to continue barricading off holes when they come up. Second by Davis. Motion Passed 4-0.

Speir made a motion for rebuild the receiving dock at Hallmark, option 2, when funds become available. Second by Davis. Motion passed 4-0.

Heap made a motion for the rebuild the commercial receiving dock at Bandon Pacific, option 3, when funds become available. Second by Davis. Motion passed 4-0.

Heap made a motion for the rebuild the commercial receiving dock at the old BC Fisheries dock, option 3, when funds become available. Second by Davis. Motion passed 4-0.

*Range made a motion to make the repairs on the ice house dock, option 2.
Second by Davis. Motion passed 4-0.*

*Davis made a motion for boardwalk slope and shoring repair, option 2 when funds are available.
Second by Speir. Motion passed 4-0.*

Dehlinger mentioned that in the pavement and gravel failures a lot is tied into the INFRA grant, but it does not include the kite field parking lot, part of the commercial basin, RV Park, and retail parking.

Range made a motion to table pavement and gravel failures until we have found out more information. Motion failed due to lack of a second.

*Range made a motion for pavement and gravel failures, option 1, when funds area available.
Second be Speir. Motion passed 4-0.*

Dehlinger mentioned that the condition of the Zola's building.

Davis made a motion regarding port building conditions, option 2, when funds are available.

The board had some discussion, and it was suggested that Zola's move over to the previous port office, then demolish their building.

Second by Range, but with the condition that Dehlinger discuss with Zola's the possibly of exchanging into the previous Port Office. Approved by Davis. Motion passed 4-0.

Dehlinger went over some facilities in the RV park that are failing.

*Heap made a motion to rebuild he RV Park, option 1, when funds are available.
Second by Davis. Motion passed 4-0.*

Dehlinger discussed Basin 2 Dock repairs, which these docks have been here since 1975.

*Heap made a motion for Basin 2 Dock Repairs, option 1, when funds are available.
Second by Motion passed 4-0.*

Dehlinger went over the port building roofs that need repair, Kite Field restroom roof, Launch Ramp restroom roof, and Pacific Ocean Harvesters roof.

Heap made a motion to repair the Port building roofs, option 1, using port general funds when funds become available. Second by Davis. Motion passed 4-0.

Dehlinger went over the waterline system and the back-flow system.

*Range made a motion to rebuilding the waterline system, option 1.
Second by Davis. Motion passed 4-0.*

Dehlinger went over the replacement of dock waterlines, which is mainly in basin 1.

Davis made a motion for dock water lines, option 1. Second by Speir. Davis amended motion for dock water lines, option 2, when funds are available. Second by Speir. Motion passed 4-0.

Dehlinger mentioned that our last storm had created some leaks in our retail building.

Heap made a motion to replace the retail building roof, option 2, and to remove the dormers in the process, when funds are available. Second by Davis. Motion passed 4-0.

*Heap made a motion to paint the retail buildings, option 1, as funds become available.
Second by Davis, Motion passed 4-0.*

Heap made a motion to replace RV park fencing, option 1, when funds become available.

Second by Speir. Motion passed.4-0

Range made a motion to do the necessary maintenance at the RV Park for them to be operational until our master plan comes into effect. Second by Speir. Motion passed 4-0.

The board agreed to remove security fencing from the list.

Heap made a motion for the boat yard water treatment, option 1, when funds are available. Second by Davis. Motion passed 4-0.

There was some discussion on Port Signage and if the tenants are responsible or not, and what standards the board wants.

Heap made a motion for port signage, option 1. Second by Range. Motion passed 4-0.

Heap made a motion for the retail parking lot lights, option 1, using port general funds when they become available. Second by Davis. Motion passed 4-0.

Heap made motion on existing cantilever docks put them on the list to be treated when funds become available, Second by Speir. Motion passed 4-0.

Heap made a motion for the boat yard travel lift ramp, option 1, when funds become available. Second by Davis. Motion passed 4-0.

C. Procurement Request – Golf Cart

Dehlinger let the board know that our last golf cart has been stolen, and believed to be disassembled for parts. The next cart will be in a fenced in area.

Range made a motion to place a \$500 reward in the paper for information leading to the arrested or conviction. Second by Davis. Motion passed 4-0.

Range made a motion purchase a new golf cart as presented. Second by Heap. Motion passed 4-0.

D. Piling Project Change Order

Dehlinger informed the Board that this was approved by FEMA, just must change the wording. The work will be done by Berguson.

Heap made a motion to approve additional work as needed to repair Basin 1 damaged dock system under the current contract with Berguson Construction. Second by Davis. Motion passed 4-0.

5. Information Items:

A. DEQ 1200-Z Permit

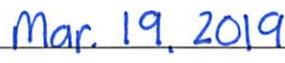
Dehlinger informed the board that we need this permit because we are a Standard industrial Classification (SIC) facility.

6. **Next Regular Meeting Date** – March 19, 2019, 6:00 pm

7. **Adjournment:**

Davis adjourned the meeting at 4:52 pm.


Signature


Date Signed