

1. Call to Order and Roll Call:

President Christian called the meeting to order at 6:00 pm.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Administrative Assistant Danielle Shepard and Operations Brent Ferguson.

2. Pledge of Allegiance:

The board and audience stated the pledge of allegiance.

3. Approval of Agenda:

Vice Pres. Barbas wanted to talk about the Pac Choice Dock, which would go under New Business Item E. Would like to talk about temporary pay adjustments for staff, which would go under Old Business Item B. And talk about Kim Boom being responsible for checking Gary's email, which would go under New Business Item F.

*Treas. Thompson made a motion to approve the agenda as amended.
Seconded by Vice Pres. Barbas. Voting yes: unanimous*

4. Approval of Minutes:

a. Special Meeting – Wednesday, December 13, 2017:

b. Regular Meeting – Tuesday, December 19, 2017:

c. Special Meeting – Wednesday, December 27, 2017:

d. Special Meeting – Friday, December 29, 2017:

Vice Pres. Barbas and Pres. Christian had some grammar issues with all the minutes.

Vice Pres. Barbas made a motion to table all minutes until the next meeting. Seconded by Treas. Thompson. Vote: 4-1, voting yes: Christian, Barbas, Thompson, and Martin. Voting no: Davis, motion passed.

5. Financial Review:

Vice Pres. Barbas stated that he had talked to Kim Boom and has requested her to start giving the board a weekly financial update. And suggested that staff put the financials and operational reports on the website.

Sec. Martin stated that he went in and talked to Mrs. Boom about the differences between this December and last December and suggested to the board going to accrual basis for some line items.

*Treas. Thompson made a motion to approve the financial review as written.
Seconded by Vice Pres. Barbas. Voting yes: unanimous.*

6. Operational Report:

Ms. Shepard informed the board that staff just threw this report together real fast and asked the commission if they had any questions.

Vice Pres. Barbas thought it was nice report and just would like to see it posted to the website.

Vice Pres. Barbas made a motion to approve the operational report as written. Seconded by Treas. Thompson. Voting yes: unanimous

7. Agenda Related Public Comments:

Bill Wood: informed the board that he would like to comment on things that he doesn't know what the board is going to do. Pres. Christian informed him of how the standard procedure for public comments works and suggested to Mr. Wood that maybe he would like to hold his comments until non-agenda related public comments, and Mr. Wood agreed.

Gary Klein: asked the board about the firing of the port manager. Pres. Christian informed him that that is not on our agenda tonight. Mr. Klein asked to be called on in non-agenda related public comments.

No other agenda related public comments.

8. Old Business:

a. Port Rates – July 1, 2018 (Schedule workshop date):

Pres. Christian reminded the board that they need to schedule a workshop date.

The public showed concern with commissioners who own a boat and discussing rates and thought maybe there would be a conflict of interest.

Vice Pres. Barbas suggested to ask council and explained to the public what he understood about the public ethics law on that.

Vice Pres Barbas made a motion to have a workshop on January 30, 2018, at 4:00 pm proceeding our weekly meeting. Seconded by Comm. Davis. Voting yes: unanimous.

b. Temporary Pay Adjustments for Staff:

Vice Pres. Barbas informed the board that Pres. Christian and himself had met with staff about a week ago and that many staff members are picking up extra duties.

Vice Pres Barbas made a motion that Travis Webster take a look at staff request for temporary pay adjustments, for work out of class, and also to monitor staff overtime. Seconded by Pres. Christian.

There was some concern from the other board members about Mr. Webster's extra pay, extra duties, job title, and how staff felt. Treas. Thompson suggested having one or two commissioners over look Mr. Webster.

Vice Pres. Barbas amended his motion to include in consultation with

Treasurer Thompson. Seconded by Pres. Christian. Vote: 4-1, voting yes: Christian, Barbas, Thompson, and Martin. Voting no: Davis, motion passed.

9. New Business:

a. Write-Offs:

Ms. Shepard went over how two accounts became delinquent and why staff is requesting to write them off.

Treas. Thompson asked why we did not take the bid we received on the 24-foot Gladiator Sail Boat Sloop, and that Mr. Dehlinger was directed to sell them at whatever cost.

Pres. Christian called on staff member Skylar Windham. Mr. Windham informed the board that the purchaser did not follow through with payment, so than it came back to the Port.

Treasurer Thompson made a motion to take the write-off's as suggested. Seconded by Vice Pres. Barbas. Voting yes: unanimous.

b. Boat Shop and More, LLC Draft Lease Agreement:

Treas. Thompson asked why the rate was \$.0575, but Ms. Shepard didn't know the answer.

Pres. Christian and Vice Pres. Barbas showed the same concern.

Vice Pres. Barbas also showed concern regarding the area that the tenant is using verses the area that he is leasing and suggested to the board that the interim manager should pursue this further.

Vice. Pres. Barbas made a motion to continue this until we have an interim port manager. Seconded by Comm. Davis. Voting yes: unanimous.

c. POBH Budget 2018-19 Calendar:

Vice Pres. Barbas suggested to task the budget manager to determine who is currently on the Budget Committee to contact those people and to determine who we need to advertise for.

Treas. Thompson made a motion to adopt the budget calendar. Seconded by Vice Pres. Barbas. Voting yes: unanimous.

d. Legislative Update from Rep David Brock-Smith:

State Representative House District One, David Brock Smith: went over that we didn't get the 3 million for the Port, but we were able to get \$600,000 in lottery bonding. That he had drafted and passed House Bill 2499, which was The Vessel Permits Bill. Apologized to the fisherman that were affected by the ground sport ground fish closure. Session will begin again on February 5th. Will be back after February, to give an Legislative Update.

e. Pac Choice Dock:

Vice Pres. Barbas invited Pac Choice Dock Manager, Bret and engineer Jack Akin to the front to discuss this item.

Vice Pres. Barbas informed the board of the history of the dock, and that it was recommended by
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Engineer Dave Gower to close that dock.

Vice Pres Barbas referred to Engineer Dave Gowers report on the dock.

Vice Pres. Barbas informed the board that last week Mr. Gower was out for an unrelated issue and he spoke to Mr. Webster about the dock. Mr. Webster and Vice Pres Barbas went and looked at the dock and then asked Mr. Akin to come out and look at the dock, but he hasn't had a chance to look at quit yet.

Vice Pres Barbas informed the board of the conversation between himself and Mr. Akin. Mr. Akin informed him that when you have a report like this, when an engineer has told you to close a structure and it's unsafe, you really need to do that. You can't just hire another engineer and have them say it's safe.

Vice Pres. Barbas suggested two options, close the dock down and work with Mr. Akin and Mr. Gower to see if we can craft the solution which is what Vice Pres Barbas would prefer or leave the dock open and work with Mr. Akin and Mr. Gower to craft a solution which is what Vice Pres Barbas less prefers.

Pres. Christian's main concern was safety.

Dock Manager Bret informed the board that he needs the whole dock and gave them an insight to their daily operations and issues they come across.

Treas. Thompson made a motion to authorize Jack Akin to look into this deal and give the Board his recommendations after contacting Mr. Gower. Seconded by Comm. Davis. Voting yes: unanimous.

f. Gary's Email:

Vice Pres. Barbas informed the board that Port Council has recommended that we assign a staff member to check Gary's email. Suggested to move that Kim Boom be authorized to do that.

Treas. Thompson made a motion that we accept that recommendation. Seconded by Vice Pres. Barbas. Voting yes: unanimous.

10. Commissioners Report

Sec. Martin informed the board of a conversation that he had with Oregon State Marine Board. OSMB wanted to know the status of the boat ready area, so Sec. Martin sent them pictures. They also talked about commercial offloading on transient dock in basin one. The public expressed concern about commercial offloading and where they can do this at. Pres. Christian would like for Sec. Martin to take lead on this working, since he's making the calls with the Oregon State Marine Board, and oversee the different issues that are coming up to report to the board or any further motions

Treas. Thompson wanted to thank crew for taking over and doing a good job on the outside.

11. Non-Agenda Related Public Comments:

Bill Wood: expressed concern about unloading of fish at the dock, especially since the Port no longer has a public hoist that they can use. Also, doesn't see any consistency in the rates that business are being charged for their square footage.

Dan Fraser: Addressed Sec. Martin, that he had asked Oregon State Marine Board about the unloading of fish for commercial use, what did they say that we can and cannot do? And where? Why did I get a letter wanting to know what fees, tax-wise, I was paying as a commercial use at your fuel dock? And why they're trying to collect money for a commercial use property when I have no right to use all of the State Marine Board facilities that my monies are paying for? Sec. Martin tried to explain more about commercial offloading and the letter Mr. Fraser received, but stated that he will ask Oregon State Marine Board.

Kyle Aubin: declined to comment.

Doug Lewis: expressed concern about the failing infrastructure that he has seen over the years around the Port. See's the Port in an emergency situation and a disaster is on its way. Asked the board if there is plan to fix this? Vice Pres. Barbas agreed with him and informed him that the board is working with Mr. Jack Akin on a Natural Hazard Mitigation Plan, which, we hope, will help us access some FEMA funding for pre-disaster mitigation that will help us get some of this moving.

Gary Klein, Co-Founder, Port of Brookings Business Citizens Association: informed the board that a recall has started over the illegal firing of the manager, and it's going to cost the Port a lot of money. I'm here tonight to ask Commissioners Barbas, Thompson, Martin, and Christian to resign and save the Port a lot of money with this recall and all you've done with the manager. Pres. Christian caution the board; on the advice of port counsel, we will not be discussing this tonight.

John Kehoe: like to know why you fired Gary. Stated to Treas. Thompson that he was found guilty, you set a bad example for this whole community, and you should resign.

No other non-agenda related public comments.

12. **Adjournment:**

The meeting was adjourned at 7:40 p.m.

Port Commissioner