1. **CALL TO ORDER AND ROLL CALL**

The Regular Meeting of the Port of Brookings Harbor Board of Commissioners was held on January 17, 2017 in the Best Western Beachfront Inn meeting room, Harbor, Oregon. Chairman Roy Davis called the meeting to order at 7:00pm. Other Commissioners present were Vice Chair Sue Gold, Treasure Tim Patterson, Commissioner Roger Thompson , and Commissioner Sharon Hartung. Also present was Port Manager Gary Dehlinger.

1. **APPROVAL OF AGENDA**

Vice Chairman Gold made the motion to approve the Agenda as written. Seconded by Comm. Hartung. Voting Yes: Unanimous.

1. **APPROVAL OF MINUTES**

A. **Regular Meeting – Tuesday, December 20, 2016**

Vice Chair Gold made the motion to approve the minutes as written.  Seconded by Comm. Hartung.  Voting Yes: Unanimous

B. **Special Meeting - Tuesday, January 10, 2017**

Tabled until next meeting.

1. **MANAGER FINANCIAL REPORT**

Staff has created four funds within QuickBooks that matches our budget resolution, each fund has its own bank account so we can follow transactions. This was requested by Sydney our auditor, plus State laws and regulations. We will be also creating a repair maintenance line item for each class, we will save money in those items before doing any projects. Safety items will be addressed but no projects will be started until we have the funds in that account.

Comm. Thompson made the motion to approve the Manger Financial Report.  Seconded by Comm. Hartung.  Voting Yes: Unanimous

1. **OLD BUSINESS**

a. **\* Employee Handbook Update – Voted Yes; Unanimous**

Approved at the January 2 Special Meeting, just need to sign the resolution.

b. **Mountain View Custom Cycles, and Tattoo Studio – Voted Yes; Unanimous**

Approved and signed at the January 2 Special Meeting

1. **NEW BUSINESS**

No New Business.

1. **DISCUSSION ITEMS**

a. **Port Financial Balance Sheet -**

The is in association with my Manager's report.

b. **Sale of Port Property to get out of Debt -**

Tabled for next Special Meeting, no new information for the Board.

c.  **Status of IFA Payments, Loans and Debts – No Action Required -**

No new information for the Board.

d. **Port Revenue Forecast for Remaining Fiscal Year – No Action Required -**

No new information for the Board.

e. **Update on Port Conditions – No Action Required -**

Crew made it aware to me that A dock is now having some issues. The Board directed Mr. Dehlinger to place the Weekly Report to be placed on the website for the public to see.

f. **Ice House / Cold Storage Shut Down Feb 28, 2017 -**

Mr. Dehlinger asked the Board to direct him in a deadline for proposal date for the potential sale of the Ice House and Cold Storage. Extensive dialogue followed on a solution resulting in:

Vice Chair Gold made a motion to make a deadline for Ice House Cold Storage proposals of February 4th.  Seconded by Comm. Hartung.  Voting No: 3 to 2.

Dismissing the motion, more extensive dialogue followed on a solution resulting in a deadline proposal date for the Ice House Cold Storage be: February 10th, 2017.

Comm. Hartung made the motion to make a deadline for Ice House Cold Storage proposals of February 10th.  Seconded by Comm. Hartung.  Voting Yes: 4 to 1.

g.  **Port Hoist – No Action Required -**

No new information for the Board.

h. **Review Retail Lease Renewals for Approval – No Action Required-**

No new information for the Board.

i. **Payment Plans for Moorage Holders – No Action Required -**

No new information for the Board.

j. **Event Application Conflicts -**

As of right now we have conflicts with Party at the Port and Slam’n Salmon with two coordinators. Chairman Davis asked Bruce Ellis and Mike Frederick if there was a resolution on this. Mr. Frederick stated no. Mr. Ellis stated that he would prefer to have Slam’n Salmon. There was a mutual agreement between both coordinators. Extensive dialogue followed.

1. **ACTION ITEMS**

a.  **Event Dates/Schedule -**

This does not require action or discussion since it was resolved in item J.

1. **PUBLIC COMMENTS**

**Pat Kelly -** representing the Albert Strangers Ass. regarding the Tally Ho. I have given you all a letter explaining their situation. all I can say is that they cannot pay the new storage fees, they would have to abandon it. We are asking for more time to figure out what they want to do with the vessel. Extensive dialogue followed on a solution. The Board agreed to extend Tally Ho’s storage agreement for another 6 months to figure out what Albert Strangers Ass. would like to do, after 6 months it will be taken over by the Port of Brookings Harbor.

Chair Davis made a motion to extend Tally Ho storage lease, for the current storage fee. Seconded by Vice Chair Gold.  Voting Yes: Unanimous

**Pirate Production -** Left the meeting.

**Angie Christian -** Comm. Thompson asked my question, I would like to have a better explanation about the refinancing. Chair Davis stated that your answer will be coming and Mr. Dehlinger is working hard on the answer with Mr. Mann.

**Diane and Jan -** We are auctioneers raising money for many people, we hear you are needing funds. We are here offering our services.

**Daniel Fraser -** I would like to piggyback off of Diane, the Port should choose a few fishermen and allow them to scrap out what is useful and auction those items also.

1. **COMMISSIONERS REPORT**

• *Chairman Roy Davis:* Sue, Gary, Roger, Sharon and I went to SCDC meeting together, that was very interesting. Gary and Don have been going to a lot of meeting in Salem and thank you for everyone coming tonight.

• *Vice Chair Sue Gold****:*** Heard a number of individuals saying how nice the Port is looking and thank you to Gary for the reports.

• *Comm. Tim Patterson:* I want to make sure we are resolving the agenda on the website.

• *Comm. Roger Thompson: T*here has been a lot of clean up and it looks a lot better, and thanks to the Port staff

• *Comm. Sharon Hartung:* Nothing to report.

1. **ADJOURNMENT**

The meeting was unanimously adjourned at 8:12 p.m.