

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 and the transcript is available only by request at the Port Office.

PORT OF BROOKINGS HARBOR
Board of Commissioners
Regular Meeting Minutes
Harbor Fire / Harbor Water District
Conference Room
98069 W Benham Lane
Harbor OR 97415

Tuesday, March 20, 2018 • 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. Also present were, Travis Webster, Harbormaster, Jane Stebbins, Port Council, participating staff members and members of the public.

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

Christian called the meeting to order at 6:00pm. Board and audience stated the pledge of allegiance.

2. Approval of Agenda

Christian called for a motion to approve the agenda. Barbas moved to approve the agenda. Second by Thompson. Motion passed 5-0

3. Approval of Minutes

a. Regular Meeting, Tuesday, January 16, 2018:

Christian called for a motion for the approval of the minutes for Tuesday, January 16th, 2018, with the amendment that was sent to the board. Barbas moved. Second by Davis. Motion passed 5-0.

b. Special Meeting, Tuesday, January 23, 2018:

Christian stated that Tuesday, January 23, 2018 minutes were not ready at this time.

4. PFMC/Ocean Salmon Season/Richard Heap

Richard Heap with Pacific Fisheries Management Council representing Oregon Sport fishermen on the Salmon Advisory Sub-panel, talked about the alternatives that are now up for public review for this coming salmon season.

Following the presentation, there were a number of comments and questions from the commissioners.

Christian asked the board if they were interest in sending a letter from the board in support of number one. Martin informed the board that he had wrote a letter for support of alternative one for both recreational and commercial salmon season. Martin made a motion to support alternative one for the recreation and alternative one for the commercial trawl seasons. Second by Thompson. Motion passed 5-0. Christian made a motion to approve the letter with the change of Port of Brookings Harbor for the Commissioners at the bottom. Second by Davis. Directed staff to place letter on Port letter head and submit to PFMC. Motion passed 5-0.

5. Executive Session ORS 192.660 (2)(h)

- h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

Christian adjourned out of regular meeting at 6:27 pm, and the Board went into executive session until 6:46 pm. Christian called the regular meeting back to order at 6:50 pm.

6. Agenda Related Public Comments *

Doug Lewis expressed his concern about port property and assets and not having a sufficient amount of office staff to deal with proper advertising of port property.

7. Financial Review

There were a few comments and questions from the commissioners to staff.

Thompson made a motion to approve the financial review as written. Second by Martin. Motion passed 5-0

8. Managers Report & Operational Report

There were a few comments and questions from the commissioners to staff.

Barbas made a motion to approve the managers and the operations reports. Second by Davis. Motion passed 5-0

9. Old Business

- a. Appoint Budget Committee:

Since there were no applicants the board agreed that they wanted to postpone appointing the two vacant spots until April 18 and advertise in the paper that there still vacancies and directed staff to do so.

- b. Rates:

Thompson suggested to keep up with inflation and raise rates by at least 2%. Christian wants charters fees to raise to \$75.00. Christian directed staff to come up with a recommendation on how to keep track of outside guide services that are not moored in our port. Barbas asked for RV Park monthly comparisons.

There were a few comments and questions from the commissioners to staff.

Christian direct staff to get the board what they had requested on the rates and requested for the commission to really review this, so it can be wrapped up at the next general meeting.

c. Commercial Fish Off Unloading:

Thompson made a motion to allow Mr. Webster to move forward with commercial fish unloading on the dike, on the crab dock, on the river side of basin 1. Second by Davis. Thompson withdrew his motion. The board agreed that the intent of the ordinance was about retail sale of filleted fish and it is alright for commercial moorage holders to wheel barrel fish up the dock.

10. New Business

a. Supplemental Budget Hearing:

Christian opened into the supplemental budget hearing and asked for any public comments. No public comments. Thompson made a recommendation to approve resolution 490 on our supplemental budget to correct resolution 477.

b. Port Council Bids:

Barbas made a motion to adopt the sample contract that Martha has provided and authorize the signature authority to President Christian and Secretary Martin for todays date. Second by Thompson. Motion passed 5-0. The board directed staff to work with Mrs. Rice to get her signature and to schedule an executive session with her at our next regular meeting.

c. Search/Port Manager:

The board directed staff to contact SDAO and get details to bring to the board, find the job description, and find out if it was adopted or not.

d. New Truck:

Webster explained that the port has four out of five employees and one and a half trucks and gave the board some options. There were a few comments and questions from the commissioners to staff. Barbas made a motion to authorize staff to move forward on the 2018 F150 for \$20,227 plus DMV. Second by Davis. Motion passed 5-0. The board agreed to allow staff to decide how to finance the vehicle.

11. Commissioners Report

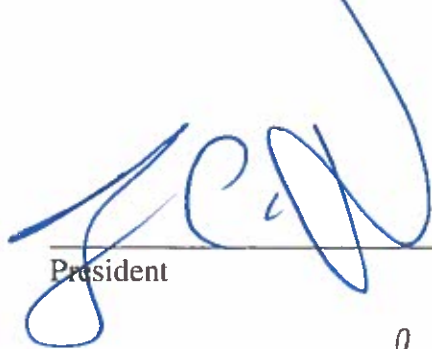
Davis talked about the boat yard. Barbas talked about SDAO training. Thompson talked about how nice the west side of the commercial basin looks. Martin talked about new discharge regulations. Christian thanked staff.

12. Non-Agenda Related Public Comments *

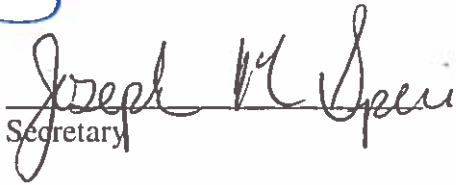
No non-agenda related public comments.

13. Adjournment

Christian adjourned the meeting at 8:40pm



President



Secretary

7/23/18

Date Signed

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 and the transcript is available only by request at the Port Office.