

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
Board of Commissioners
Regular Meeting Minutes
Harbor Fire / Harbor Water District
Conference Room, 98069 W Benham Lane, Harbor OR 97415

Tuesday, November 20, 2018 • 6:00 pm

Commissioners present: Position 1 Secretary Joe Speir, Position 2 Wesley Ferraccioli, 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, Martha Rice Port Counsel, participating staff members and members of the public.

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

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

2. Approval of Agenda:

Heap made a motion to amend the agenda moving discussion of Ordinance 22, item 8A, after the minutes and add items storm water management and personnel policy to the agenda. Second by *Range*. **Motion passed 5-0.**

3. Agenda Related Public Comments:

Daniel Fraser: Suggested to the board not to move the boat yard and haul out facility to where it states in the Strategic Business Plan.

4. Minutes to be Accepted:

- a. Tuesday, October 2, 2018, Special Meeting
- b. Tuesday, October 9, 2018, Special Meeting
- c. Wednesday, October 10, 2018, Special Meeting
- d. Friday, October 12, 2018, Special Meeting
- e. Tuesday, October 16, 2018, Regular Meeting
- f. Tuesday, October 23, 2018 Special Meeting

Range made a motion to approve all meeting minutes as presented. Second by *Speir*. **Motion passed 5-0.**

8. New Business:

*** SEE AGENDA ITEM 2 ***

a. Introduction of Ordinance No. 22 - Regulating Sleeping & Camping on Port Property:

Rice read over the Ninth Circuit Court of Appeals Ruling regarding sleeping on public property and read over Ordinance 22. The board had some questions and concerns.

Range made a motion approve Ordinance No. 22 as written and can be modified later if need be. Second by *Heap*. **Motion passed 5-0.**

b. Storm Water Management:

Rice discussed how litigation with *Righetti* has ended but we agreed to resolve the water culvert issue around the Port. The board directed *Dehlinger* to coordinate a tour with the County Road Master, *Righetti*, engineer, and the commission.

c. Personnel Board:

Board discussed creating a hiring and firing panel due to past hiring and firing practices. The board agreed they would like to follow something like the skelly process. *Webster* informed the board that SDAO does help the Port with hiring and firing employees. The board directed *Rice* to contact SDAO and see if the Port can go through a skelly process.

5. Financial Review:

Dehlinger asked the board if they would like a depreciation report, which the board agreed. There were no further questions or comments.

6. Managers Report & Operational Report:

Webster read through his operation report. *Webster* and *Dehlinger* expressed concern for the fuel dock ramp and lines, the board had a few questions and concerns, but no actions were taken.

7. Old Business:

a. Harbor Fire District Agreement:

Davis made a motion to table the Harbor Fire Agreement. Second by *Ferraccioli*. **Motion passed 5-0.**

b. Rogue Credit Union Lease:

Davis made a motion to table the Rogue Credit Union Lease. Second by *Ferraccioli*. **Motion passed 5-0.**

c. Security:

Dehlinger informed the board that last year the Port was approved for a grant to install security gates at the top of the ramps. The board requested for this item to be discussed at a special meeting.

d. Green Building:

Range believes there are two options for that building, complete it or demolish it. *Range* recommended to; contact IFA, contact local real estate agencies asking for a proposal to be the lead the agency that markets the building. An ad be placed into the paper, allowing 30 days for potential buyers to bring the board a proposal on how to complete the building. Allow them a year to two years to get the plan done, and if not completed by that time the contract is void and demolish the building. *Range* made a motion to direct *Dehlinger* to put a proposal into the newspaper, accepting proposals from any realtor or developer, giving them 30 days. If no proposals are received, we will move to option two. If we get several, we will look at them, review, pick one, and put a lead person or lead agency that will be in charge of the marketing of that building, giving them 18 months to two years to complete. Second by *Heap*. *Heap* amended the motion to state that we will advertise the building and from the date of advertisement we will go 12 months, and if we haven't heard anything in that time than the board will look at demolishing the building. Second by *Ferraccioli*. **Motion passed 5-0.**

e. 44 ft USCG Motor Life Boat:

Ferraccioli made a motion to table this item until the next meeting. Second by *Heap*. *Shepard* handed the audience some information about the Maritime Museum. *Davis* mentioned that the previous owners have released all rights to the vessel and donated that vessel to the Port. **Motion passed 5-0.**

f. Washing Sport Docks:

Webster let the board and public know that the sport docks have been pressure washed by a local pressure washer company and will try to keep Port staff cleaning the docks going forward.

g. Strategic Business Plan Review:

Dehlinger enlightened the board about the strategic business plan and where it derived from. *Dehlinger* requested for the damaged port infrastructure list to be added to the Strategic Business Plan and asked the board to not make any motions but to digest this information and discuss in the next regular meeting about what the boards priorities are.

h. Damaged Port Infrastructure List:

Dehlinger mentioned to the board that our capital facility plan is from the strategic business plan. This is the section that we update and inset our damaged infrastructure list. Some of these projects have been completed, like the fish cleaning station, and the fish market, and listed a few more projects that have been completed. *Dehlinger* continued and went over some projects that are in the strategic business plans. The

board had some concerns and suggests about the proposed projects in plan. *Dehlinger* reminded the board that we do have to pay 25% and we need to be cautions of the projects we are starting and asking funding's for. The board agreed to go through the list and digest this information and discuss at the next regular meeting.

8. New Business:

- a. Introduction of Ordinance No. 22 - Regulating Sleeping & Camping on Port Property:

*** SEE AGENDA ITEM 2 ***

- b. Southern Oregon Kite Festival Proposal:

Michael Pitts-Campbell, Southern Oregon Kite Festival Representative, went over their proposal to the board. *Dehlinger* believes this item should be taken care of in house, since its more volunteer work, and within his allowed budget. *Heap* made a motion to accept the proposal from Southern Oregon Kite Festival and direct Southern Oregon Kite Festival and Port staff work together to come up with a plan that they see fit. Second by *Davis*. **Motion Passed 5-0.**

- c. Stagelights Proposal:

There were no representatives with Stagelights present, board agreed to table item.

9. Commissioners Report:

Davis welcomed *Dehlinger* back as our permanent Executive Port Manager, and thanked *Kathy Lindley Hall* for maintaining the Port, and getting some things done. Thanked office and maintenance staff for all they do.

10. Non-Agenda Related Public Comments:

Tom Beene: had no comments at this time.


Daniel Fraser: suggested a change to the meeting format for public comments and mentioned someone is allowing their dog to run up and down the docks without a leash and is leaving feces behind. *Webster* agreed if Port staff see's this happening we will act.

11. Adjournment:

Davis adjourned the meeting at 8:00 pm.



Signature



Date Signed