

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 Agenda

Harbor Fire / Harbor Water District
Conference Room
98069 W Benham Lane
Harbor OR 97415

Tuesday, September 18, 2018 • 6:00 pm

Commissioners present: Position 1, Secretary Joe Speir, Position 2, Wesley Ferraccioli, Position 3, Chairman Roy Davis, Position 4, Vice President Richard Heap, and Position 5, Secretary/Treasurer Kenneth Range. Also, present were, Kathy Lindley Hall, Interim Manager, 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. *Ferraccioli* was tardy.

2. Approval of Agenda:

Heap made a motion to approve the agenda as written. Second by *Speir*. Motion passed 5-0.

3. Executive Session ORS 192.660 (2)(e) and ORS 192.660 (2)(h):

e. To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

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

The board adjourn out of executive session at 6:04 pm and reconvene into regular session at 7:26 p.m.

4. Agenda Related Public Comments:

No agenda related public comments.

5. Minutes to be accepted:

a. Tuesday, August 7, 2018, Special Meeting:

Heap made a motion to table August 7th, 2018, special meeting minutes to allow *Danielle Shepard* to review the tape, to provide suggested corrections. Second by *Range*. Motion passed 5-0.

b. Tuesday, August 21, 2018, Regular Meeting:

Range made a motion to accept Tuesday, August 21st, 2018, regular meeting minutes. Second by *Heap*. Motion passed 5-0.

c. Friday, August 31, 2018, Special Meeting:

Range made a motion to accept Friday, August 31st, 2018, special meeting minutes. Second by *Speir*. Motion passed 5-0.

6. Financial Review:

The board did not have any questions. *Heap* made a motion to accept the financial review. Second by *Ferraccioli*. Motion passed 5-0.

7. Managers Report & Operational Report:

Lindley Hall went over her managers report and informed the board that we are going forward with the 41 pilings, that will happen this winter. The first stage of three has been started and completed with the fuel tanks. RV park bathroom and the situation that we are faced with the deterioration of the bathroom and Harbor Sanitary's disappointment with all the sand that is getting into the drains. We are still waiting for a reply from Harbor Sanitary whether they are going to deny or accept the proposal that we sent to them. Referred to *Mrs. Rice*'s response to the 9th Federal Court of Appeals. If you have shelter, RV or Trailer, this does not apply, and this only applies to people that are sleeping and probably in a tent on public property. *Lindley Hall* skimmed over *Webster*'s operation report.

8. Old Business:

a. Dehlinger Litigation:

Nothing to discuss at this time.

9. New Business:

a. Safety and Health Program:

Lindley Hall informed the board that *Webster*, *Shepard*, and herself met with *Greg Jackson* with Special Districts Risk Management consultant. This program will become a part of the employee handbook. *Heap* made a motion to approve that safety and health program for the Port. Second by *Ferraccioli*. Motion passed 5-0.

b. Masterplan for RV Park:

Range is requesting to develop an in-house master plan since one does not exist. *Range* made a motion to develop a master plan that includes the needs of the RV people as well as port staff, including the restroom, possibility of a laundry mat, convenient store, upgrade, if necessary, the Wi-Fi, electrical and sewage. Second by *Heap*. Motion passed 5-0.

c. Rogue Credit Union Lease:

Lindley Hall requested to table this item, since the lease is currently with Rogue Credit Union's attorney and *Mrs. Rice* would like to review the draft that comes back. *Davis* noted that this item is tabled.

d. Grimstad & Associates:

Lindley Hall informed the board that our auditor has resigned due to employment issues. We have sent out seven requests for quotes but have not received any back. *Heap* made a motion to accept the resignation of Grimstad & Associates. Second by *Speir*. Motion passed 5-0.

e. Ordinance:

Heap made a motion to waive the full reading and introduce Ordinance No. 21, an ordinance of the Board of Commissioners of the Port of Brookings Harbor amending Ordinance 1-1998 regarding transient dock boat ramp and public parking regulations. Second by *Range*. Motion passed 5-0.

10. Commissioners Report:

Davis mentioned what a great job staff did on clearing the property next to David Allen State Farm Insurance.

Heap updated the board on what had happened at the event's committee meeting.

11. Non-Agenda Related Public Comments:

John Marrington: informed the board that he does not agree with the port's fee of \$150.00 for a permit to sell fish off the vessel. Also informed the board that the commercial fisherman can not use the restroom because the homeless have taken all the toilet paper or made a mess, and requested for a combination, push button system.

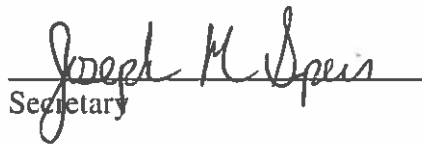
Craig Wilcox: mentioned an altercation that happened 3 weeks ago, where a felon had helped themselves to boat owners' boat and personal belongings. Requested that the board consider a locked gate system with a card lock at the top of the ramps in basin 2. *Davis* requested the board to think about this.

12. Adjournment:

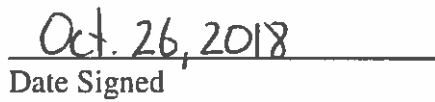
Davis adjourned the meeting at 8:10 pm.



President



Secretary



Date Signed

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