

**SPECIAL MEETING MINUTES OF THE BOARD OF COMMISSIONERS  
PORT OF BROOKINGS HARBOR DISTRICT**

**Thursday, October 7, 2021**

*This is not an exact transcript. The audio of the session is available on the Port's website.*

The Port of Brookings Harbor District met for a workshop session on the above date at 10:00am. Open session at the Port Conference Room, 16350 Lower Harbor Road Suite 202, Harbor OR, 97415 and also via teleconference.

**1. CALL MEETING TO ORDER**

Commission President Richard Heap called the Special Meeting of the Port of Brookings Harbor of Commissioners to order at 10:00am.

- **Commissioners Present:**  
Joseph Speir, Vice-President (Pos. #1); Sharon Hartung Secretary/Treasurer (Pos. #2); Larry Jonas (Pos. #3); Richard Heap, President (Pos. #4); and Kenneth Range (Pos. #5).
- **Management and Staff:**  
Gary Dehlinger, Port Manager; Danielle King, Safety / Health / Environmental Coordinator
- There was no modifications, additions, or changes to the agenda.
- There was no declaration of potential conflicts of interest.

**2. APPROVAL OF AGENDA – Audio time 2:57**

**A motion was made by Speir and seconded by Range to approve the agenda as written. The motion passed 5 – 0.**

**3. PUBLIC COMMENTS – Audio time 3:17**

There was no public comment.

**4. ACTION ITEMS**

- A. RV Park Improvements Bid Award – Audio time 3:25  
Dehlinger noted the bid opening was held at Crow/Clay Associates on September 30, 2021. Crow/Clay Associates reviewed the bids received and provided their recommendation to award.

**A motion was made by Range and seconded by Speir to approve the RV Park Improvements award to the low bidder, McLennan Excavation Inc., in the amount of \$657,000. The motion passed 5 – 0.**

**5. INFORMATION ITEMS**

- A. None

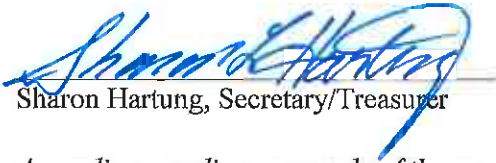
**6. COMMISSIONER COMMENTS – Audio time 8:36**

There were no commissioner comments.

**7. NEXT REGULAR MEETING DATE – New date and time Wednesday, October 20, 2021 at 2:00 pm.**

**8. ADJOURNMENT – Audio time 11:25**

Having no further business, the meeting adjourned at 10:11 am.

  
Sharon Hartung, Secretary/Treasurer

11-17-21  
Date Signed

*An audio recording was made of these proceedings. The recording and the full commission packet are available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com).*