

**PORT OF GOLD BEACH
MINUTES
7:00 p.m.
JULY 17, 2008**

Present:

Milt Walker, President
Lawrence Johnson, Vice-President
Charles Riddle, Secretary, (Telephonically)
Bill McNair, Commissioner (Arrived @ 8:15)

Absent:

Clay Dalrymple, Commissioner

Errol Roberts, Manager
Jeff Kemp, Port Accountant

The meeting was called to order by President Moe Johnson, the roll was called and the Pledge of Allegiance was recited.

The first matter of business was to review and approve the accounts payable. **Motion was made by Walker, second by Johnson to approve the accounts payable and passed by consensus.**

The accounts receivable were reviewed and the commission agreed they are looking better all the time.

The Financial/Budget Report was given by Jeff Kemp. He discussed how near the actual expenditures and revenue came to what was budgeted for last year. In his opinion, it was amazing. Kemp said that Debbie has Peachtree tying into revenues so it is easy to get reports. He said she has set up good accounting for the cash received which is tied right into the deposit, resulting in an excellent way to account for receipts.

The minutes for the June 19, 2008, meeting were not approved. It was determined to wait until Bill McNair arrived, but it was forgotten, so they will have to be included in the agenda for the next meeting.

OLD BUSINESS:

The discussion of proposed policy on manager's authority to terminate an employee was concluded by setting a special meeting to discuss the matter. The meeting will be Tuesday evening, July 22 at 7:00.

The core task list was discussed at length by Charles Riddle and Manager Roberts. Riddle will work with Errol next week regarding a new list. Errol said the concrete docks for the commercial area should be installed by next week.

Errol reported the new restrooms will go in on grant requests for 2009. No progress has been made on the plaza area seal coating and striping. Milt Walker said that he saw an ad for Ike Parker who is now doing that sort of work and suggested Errol contact him. Phase one of the exterior painting on the cannery building has been completed and Errol is waiting for two estimates for remodeling the shop and office building stage by stage. Errol said the AWOS system is scheduled to begin on July 21.

There was discussion on changing the old Port Ordinance 1-99. Errol will make sure everyone has a copy of the proposed changes.

NEW BUSINESS:

Election of Officers. **Johnson nominated Milt Walker for President, seconded by Charles Riddle. Vote passed 3-0 by Riddle, Johnson and Walker.**

Walker nominated Johnson for Vice-President, seconded by Riddle, passed 3-0 by Riddle, Johnson and Walker.

Johnson nominated Riddle for Secretary, seconded by Walker, passed 3-0 by Johnson, Walker and Riddle.

Mall Charges: Errol said he has been working on mall charges for the cannery leases and has had a meeting with Jim Coffey, Port Attorney. He said the building uses an average of 85,000 gallons of water per month at an average cost of \$850.00 per month. Errol proposes to apply a percentage of use for each tenant. Errol said the tenants were asked several months ago to give the port information about how to fairly divide the costs but they have provided no feedback. Attorney Coffee assured Errol that the leases allow those charges; also for maintenance and janitorial service. Errol will notify the tenants that he and Riddle would like to meet with them regarding the proposed charges.

Lease Drafts: Errol discussed the lease draft proposed by Jim Coffey which does not differ too much from what the port is now using. Kemp and Errol both said the escalations should be kept at 3 percent instead of using OCPI to end confusion in figuring the future value of the lease.

A motion was made by Milt Walker to adopt the corrected budget in the amount of \$1,922,965.00, seconded by Moe Johnson, passed 3-0 by Riddle, Johnson and Walker. The manager will draw up a Resolution to be accepted at the next meeting.

SPWF Loan: Errol reported that Debbie is always looking for things to correct and ways to stop any waste and she looked into an outstanding loan to SPWF which Errol believes is the fund handled by the Port of Brookings. It was in the amount of \$25,000 for 25 years. So far, the port has paid \$13,492 in interest and

\$6,006 in principal. After some discussion it was determined that the money is not budgeted to pay off the balance; however, perhaps some extra payment could be made to the principal. Errol will keep an eye on things and look at it again in December. It is now set up where only one payment per year is made.

MANAGER’S REPORT:

Errol reported on an agreement he has made with David Freeman of Freeman Contracting to let them rent the old spoils site to place rock. They are losing their lease on the quarry they are now using and need a place to store their rock. It is on a rent or lease basis at \$1000 per year with only rock products stored there, there will be no equipment. It was agreed it was good use of wasted space **and the board approved the plan by consensus.**

Errol and the board then discussed some ideas for stimulating fuel sales. Errol suggested some sort of discount be discussed. Bill McNair stated his potential conflict of interest in discussing fuel prices. It was finally decided that the price of the fuel would be reduced soon.

Errol announced that the port has been notified by both Wyden and Smith’s offices that \$200,000 for funding the high dock repair has been through the Senate, but now has to be approved by some others. He also announced that the port has been granted \$587,000 for dredging the mouth of the river next year.

There was information provided regarding the cost of building more storage units and Errol had figured out how long it would take at the present rates to pay for the units and begin showing a profit.

Dan and Jeri Kendall attended the meeting and Errol introduced them to the board and audience as the new owners of the Coffee Dock and Cone A’Mor in the cannery building. They were welcomed aboard.

Bill McNair discussed the OPAC meeting he attended recently. He wants to put together a board from different ports to be a “filter” for information from and to OPAC regarding the marine reserves proposal. He feels it is important to have the mechanism in place by the end of September as things are happening fast.

There were no other commissioner comments and the meeting was adjourned at 8:49 p.m.

ATTEST:

_____ DATED _____
Milt Walker, Board President

_____ DATED _____
Charles Riddle, Board Secretary