

**PORT OF GOLD BEACH
MINUTES
7:00 p.m.
AUGUST 21, 2008**

Present:

Absent:

**Milt Walker, President
Moe Johnson, Vice-President
Clay Dalrymple, Commissioner
Charles Riddle, Secretary,
Bill McNair, Commissioner
Errol Roberts, Manager
Jeff Kemp, Port Accountant**

The meeting was called to order at 7:00pm by President Milt Walker, the roll was called and the Pledge of Allegiance was recited.

The meeting began with audience comments and Gregg Empson requested that a discussion of the Port's Master Plan be placed on the agenda for September. He was concerned about plans for a Marine Interpretative Center that he has heard might be built on port land. Commissioner Bill McNair explained the history of the idea and reported that he had gone to several meetings. He feels the money that was obtained by grant had been spent and nothing is happening on the project.

It was decided that the commissioners will call a special meeting for September 16, 2008, at 7:00 p.m. to discuss the Master Plan and the Port's Ordinance 1-99. There will also be an executive session to discuss the Sixes River Land lease.

Accounts payable were reviewed along with the Accounts Receivable with a few items explained by Manager Errol Roberts. **Motion was made by Moe Johnson, Seconded by Bill McNair to approve the accounts payable as presented for July 21, and August 5, 2008. Passed 5-0.**

The Financial/Budget Report was given by Accountant Jeff Kemp, who discussed a few items, but thinks the Port is running close to their budget in most areas. He reported the insurance line was high because the \$2950.00 for the year's liability insurance for the airport was just paid. Debbie will start project folders that will have recap sheets regarding amount of bid, bills paid, grant monies received, etc., so every grant received will now be accounted for correctly. He said that this year he spent six hours on a job that took him three days last year because the lease files have now been organized.

Approval of minutes of the meeting of July 17, 2008. **Motion to pass the minutes of July 17, 2008, was made by Bill McNair, Seconded by Charles, Passed 5-0. Motion to pass the minutes of the meeting of August 5, 2008, by Clay Dalrymple, Seconded by Bill McNair, Passed 5-0.**

A short recess was called and the meeting resumed at 7:48 p.m.

CORE TASK REVIEW: Manager Errol Roberts reported the concrete dock at Jerry's Jets is in although there are still a few things to do. The commercial dock project is still waiting to see how much the Insurance is going to pay, and then FEMA will pick up some of the balance.

There are no paving projects right now. Errol is waiting for fall to check the budget for money to use for paving.

AWOS base is in and they are now waiting for two transformers to arrive.

The utility charge in the Cannery has been implemented. According to the port's attorney, the old leases do not provide for tenants to share the cost of janitorial services; however, the new leases will include that provision.

The old restroom re-roofing project is held up. Errol will be applying for a grant from the Marine Board after the first of the year and will attempt to get a grant to build new restrooms.

Milt said the tables in the fish cleaning station need some help and Errol said he will look at his wood supply and see if they can do something about that.

High Dock Repair. Errol met last Friday with Isaiah Aiken, an assistant to Sen. Wyden, and Lucie LaBonte. Mr. Aiken made suggestions to Errol on grant funding. There is a hang up with the HUD money that is in place for the Port. HUD will not accept the Port of Gold Beach as a government entity so Errol is working to solve that problem. Errol reported that Lucie said if the Port wants to go through the county, she will push it along.

Jetty Repair: Errol has lobbied to access some of the funds to be used to repair the jetty. He said the funds wouldn't be available until this time next year anyway. He is looking for additional grants.

Commissioner Charles Riddle suggested the repairs to the port office and shop building be added to the Core Task Lists. Errol has talked to some people for quotes, but just for suggestions, as the commission is still gathering options.

NEW BUSINESS: Errol said the lease for the Coffee Dock is ready as is the lease for Cone Amour. They are for 3 year terms with three 3-year renewals. The cost is .83 per sq. ft plus 10% on each for utility charges and a janitorial fee. He will collect the first and last month's rents plus a deposit.

The Port Attorney suggested adding language to the leases that will assess a \$35.00 late fee when their lease payments are late.

The agenda had several resolutions which were discussed at length. First was Resolution 08-09 which was read by Errol regarding the adoption of a Mission Statement composed by Charles Riddle. Charles said that he wrote it but is not wedded to the verbiage and some of the commissioners wanted more time to perhaps add a few more things. Bill suggested that "Hancock Lands" be taken out of the description of the upriver lands and just use "Port Upriver Lands", as most people do not know what is meant by "Hancock Lands". No action was taken on the resolution and any suggestions should be submitted to Errol for further consideration by the board.

Resolution 08-10 then became Resolution 08-09 which would make a change to the personnel policy regarding Leave of Absence clarification, reporting of the completion of employee evaluations and the addition of language for the termination of an employee. **Motion was made by Moe Johnson to adopt Resolution 08-09, Seconded by Charles Riddle and passed 5-0.**

Resolution 08-11 which became Resolution 08-10, was discussed at length. It is a resolution regarding policy changes and/or additions from Ordinance 1-99. Much time was spent discussing what information should be in the policy manual and what should be an ordinance. **Motion was made by Clay Dalrymple, Seconded by Milt Walker to adopt Resolution 08-10.** Further discussion ensued and the motion and second were withdrawn. It was determined that the board will hold a special meeting on September 16, 2008, at 7:00 p.m. to discuss the matter.

Resolution 08-12 which became Resolution 08-10, was explained by Bill McNair in depth. Bill explained that this will be a group from four ports that will have some say on issues affecting the ports, regarding the Marine Reserves. He feels this coalition is very important and would have a better voice than just each port representing themselves. They will be asking for support from the City and the County also. **Motion was made to pass Resolution 08-10 by Charles Riddle, Seconded by Clay Dalrymple, Passed 5-0.**

Thereupon, **Motion was made to appoint Bill McNair as the Representative on the "Four Ports" Group, by Clay Dalrymple, Seconded by Moe Johnson, Passed 5-0.**

MANAGERS REPORT: The manager's report was brief as Errol had discussed most of it in the Core Task Review. He did report that Angela Harrelson has a tenant for Space "I" in the Cannery Building. It will be rented on a month-to-month basis until the renters discover whether their business of giving music lessons will be successful. They will pay \$237.50 per month, which includes utilities and janitorial services.

COMMISSIONERS COMMENTS: Clay inquired about how the board would feel about dredging gravel out of the bay. Bill gave some history of efforts that had been made and said in the end, it just was not cost effective.

AUDIENCE COMMENTS: Gregg Empson commented that he had not seen any representative of the Port at the meetings regarding the current efforts by Tidewater Const. to take more rock from their site and from the gravel bar by the old Mill site. It was suggested that it was political and involved a deal between an individual property owners (Agnew) and a company (Tidewater) and was not something the Port should take a stand on. It was determined, after some discussion, that possibly all the commissioners would not be of the same opinion about it anyway.

Sue Johnson said that she was glad to hear Jeff Kemp report that compound storage revenues are up and she thinks that is because of the hard work Clay did in cleaning it up. The board agreed.

The Meeting was adjourned at 9:45 p.m.
"ATTEST"

_____ DATED _____
MILT WALKER, Board President

_____ DATED _____
CHARLES RIDDLE, Board Secretary