

**PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
REGULAR MEETING
September 15, 2016**

PRESENT:

Milt Walker, President
Bill McNair, Vice President
Charles Riddle, Secretary
Bill Fowler, Commissioner

ABSENT:

Mark Lottis, Commissioner

James Clemens, Port Manager

The meeting was called to order at 6:00 pm by Commissioner Milt Walker, Board President. Roll was called and the Pledge of Allegiance was recited.

AUDIENCE COMMENTS: None

HUNTLEY PARK: Shawn Wallace reported that the park's business has slowed down and he has planned several maintenance projects; there are several sinkholes that need to be filled. It was noted that a dangerous tree reported at an earlier meeting, was removed and Clemens stated that several Huntley park customers had dropped by the office to report their pleasure with the park. Shawn inquired about removing some additional trees considered dangerous and Clemens noted that any tree considered dangerous would be considered an immediate priority.

SHOP SUPERVISOR: Aaron Duncan reported that the dredge had been placed in the water and training would begin soon. Vandalism seems to be on the rise and he described several incidents. Walker reported that a toilet in the Sportsmen bathroom was constantly running. An Oregon Department of Aviation inspection of the surrounding area for possible flightpath obstacles resulted in a suggestion to remove trees along the taxiway. World Fuel conducted an inspection of the aviation fuel that resulted in 3 minor discrepancies and 1 major. The fuel spout for the 100LL needs to be painted blue, date on filter had faded and was not readable, and the dust cap on fuel nozzle had been removed. The critical discrepancy was an API Gravity test that was not conducted when the fuel was delivered but was processed later and passed.

OLD BUSINESS: Clemens confirmed that the dredge was placed in the water this morning and the cost was covered by the Port of Brookings Harbor. Coos Bay will take custody of the dredge soon and training will last approximately one week. Due to the union, labor costs are quite a bit more than before and will be subsidized by the State. Clemens noted some concerns for the project and stated that it will cost approximately \$10,000 a week to continue dredging.

Riddle and Clemens attended the second WHPacific PAC meeting for the Airport Master Plan. They discussed hangar conditions and future airport utilization. Clemens reported that a grant application for matching funds and the fuel tank will be submitted by October 14th. The City of Myrtle Creek has a used tank for sale and it is a possible back-up plan if grant money is not an option. Clemens replied that there was very little profit and lack of service was more of an issue when Walker inquired about the total amount of revenue lost due to the unavailability of Jet A fuel.

NEW BUSINESS: None

APPROVAL OF MINUTES:

MOTION: To approve the August 18, 2016 Regular Meeting minutes. Motion made by Riddle, and seconded by Fowler; motion passed by a vote of 4 for, 0 against.

ACCOUNTS PAYABLE:

Clemens reminded the Board that in a previous meeting they had discussed the process of approving or reviewing the accounts payables. Kemp stated that he would ask the Port auditor's advice and provide their recommendation at the next meeting.

MOTION: To accept accounts payable for August 20, 2016. Motion made by McNair, and seconded by Riddle; motion passed by a vote of 4 for, 0 against.

MOTION: To accept accounts payable for September 5, 2016. Motion made by Walker, and seconded by McNair; motion passed by a vote of 4 for, 0 against.

ACCOUNTS RECEIVABLE: Clemens reported that he had followed up on the Druzdzel and Jones accounts. He had not received a reply from Druzdzel and the Jones' had submitted a payment that is being held as a deposit for immediate removal.

FINANCIAL/BUDGET REPORT: Kemp reported that the August report was not available but in the future, statements will be available on the Friday before a meeting. He has seen the payables for August and doesn't believe there are any concerns.

MANAGER'S REPORT: Clemens reported on the progress of items on the Core Task List. The front of Cannery building was leaking and has been re-sided by Tony Jakacky and the condition of the Neil building is being assessed by Joe Slack and Jeffrey Marineau will be providing a 2-phase report that will include the commercial real estate value of the building and an assessment of the potential earnings as an operating enterprise. Agness Company will be assessing the upriver gravel bars for grading and fill. Walker noted that a ditch is needed at Orchard Bar. Thee office upgrades and remodel are complete. The new server, computers, and printer/copier are operational and the new phone system should be soon. A Cannery building heat pump has been replaced and a second one might be needed. The Fishing Cleaning Station paving is scheduled to be completed through Tidewater. The compound drainage issues and the parking lot at the north end of the facility will be addressed next. Clemens reported that he will be attending the OR Public Ports meeting in Astoria at the end on the month; FEMA Flood Insurance program and the Waterways Resources Bill are two of the subjects that concern the Port of Gold Beach.

COMMISSIONER'S COMMENTS:

Commissioners Riddle, and McNair had no additional comments. Walker requested the status on a motorhome left in front of the Neil building. Clemens reported that it will be moved inside once the Sky-Trac has been repaired and eventually, it will need to be dismantled. Commissioner Fowler asked if the errors in the proposed contract for the new NorWester tenants had been completed and if it had been executed. Clemens explained why the original lease was still in effect but negotiations are continuing.

AUDIENCE COMMENTS: None

MOTION: To adjourn the regular meeting of September 15, 2016 made by McNair, and second by Fowler; motion was passed by a vote of 4 for, and 0 against at 7:04 P.M.