

**PORT OF GOLD BEACH
BOARD OF COMMISSIONER'S
REGULAR MEETING
March 30, 2017**

PRESENT:

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

ABSENT: Mark Lottis, Commissioner

Andy Wright – Port Manager
Jeff Kemp - Accountant

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.

PUBLIC COMMENT/PRESENTATION:

Becky Campbell, City of Gold Beach, thanked the Board for the donation of the tug boat and for all of the work to prepare it. She requested information for a sign and it was suggested that they use the history of a Log Bronc tug and note that it was donated by Port of Gold Beach.

Kelly Timchak, presented the Board with a Huntley Park Grant proposal. She also explained a survey being conducted by the Oregon Marine Board to add a boat launch to the park. She also noted that an earlier project with the port has trapped several fish and it has been very successful.

AUDIENCE COMMENTS: Dennis and Sarah Correa introduced themselves and reminded the Board that they are interested in leasing the property under the Neil building

SHOP SUPERVISOR: Aaron Duncan explained that the light poles in the marina parking lot will be replaced soon. The motorhome that was abandon at Jim Hunt bar has been removed and properly disposed through Curry Transfer and Recycling. Aaron continued to explain other facility maintenance projects and their timelines for completion. He noted that he has contacted Tarheel concerning the commercial gangway and suggested the construction of an aluminum runway that will support the new gangway. Aaron noted that the hoist was inoperable but a technician has been scheduled.

OLD BUSINESS:

Charles Riddle explain the continuity of the transition to the new manager; expectations, and certain conditions concerning operations, budget, and personnel policies and procedures.

A WH Pacific Master Plan update noted that the FAA had approved stop signs on the North Jetty road in lieu of complete closure. Andy asked the Board to consider the pedestrian walkway, and the gates needed for the south road access. The Board requested Wright to inquire about stop signs for the south end, to avoid complete closure of access. Wright explained that the Board also needed to consider the alternatives for hangar placement and the removal of the displaced threshold; a loss of approximately 90 feet of runway.

MOTION: To accept Alternative One for the Airport Master Plan. Motion made by Riddle and seconded by McNair; motion passed by a vote of 4 for, 0 against.

Andy presented the Commissioners with a recently updated Core Task list and asked the them to begin considering the budget and projects that might need to be added.

NEW BUSINESS:

Appointment of a Budget Officer for 2017/2018.

MOTION: To appoint Andrew Wright, Budget Officer for the Port of Gold Beach. Motion made by McNair, and seconded by Walker; motion passed by a vote of 4 for, 0 against.

MOTION: To appoint Charles Riddle, Board's Budget Liaison. Motion made by McNair, and seconded by Fowler; motion passed by a vote of 4 for, 0 against.

Wright distributed the bank signature cards needed for each account.

APPROVAL OF MINUTES:

MOTION: To approve the February 16, 2017, Special Meeting minutes. Motion made by Walker, and seconded by Fowler; motion passed by a vote of 4 for, 0 against.

MOTION: To approve the February 16, 2017 Regular Meeting minutes. Motion made by Riddle, and seconded by McNair; motion passed by a vote of 4 for, 0 against.

ACCOUNTS PAYABLE:

MOTION: To accept accounts payable for March 7, 2017. Motion made by Walker, and seconded by Fowler; motion passed by a vote of 4 for, 0 against.

MOTION: To accept accounts payable for February 22, 2017. Motion made by McNair, and seconded by Riddle; motion passed by a vote of 4 for, 0 against.

ACCOUNTS RECEIVABLE: The Commissioners discussed the receivable accounts in arrears. Wright confirmed that some of the customers with outstanding accounts have been contacted.

MANAGER'S REPORT: Wright reported that the based aircraft update needed for the Master Plan was completed. He reported that the Port has received a grant for our matched funds that totals \$42,403. He noted that he has received a bid from Tidewater for the paving that will complete the Culvert Project. Wright has completed a preliminary budget template and requested that the Commissioner's consider Budget Committee meeting dates. Wright reported that he has contacted and introduced himself to most of the government liaisons and the Port's facility customers.

FINANCIAL/BUDGET REPORT: Kemp reported that the auditor is concerned about grant reimbursements. Bay storage revenues are high and it was noted that the customer's security deposits could be skewing the figures. Personnel services included the manager's salary and the Port is at full staff. Airport expenses were used to maintain the AWOS, and the marina parking lot light poles were purchased.

COMMISSIONER'S COMMENTS: McNair updated the Board on the culvert project progress and the current expenses and the additional costs.

ADJOURN:

MOTION: To adjourn the regular meeting of March 30, 2017 made by Fowler and second by McNair; motion was passed by a vote of 4 for, and 0 against at 7:55 p.m.