MINUTES OF THE REGULAR BOARD MEETING
MARCH 21ST, 2017

1801 Meeting called to order by President Sam Scaffo, Commissioners in attendance; Tom Calvanese, Brett Webb, & David Bassett. Gary Anderson not present. Port Manager Steve Courtier took minutes.

1802 Unlisted Items: Commissioners – BW requested to address the board regarding the City of Port Orford’s proposed resolution to save the U.S. Coast Guard from budget cuts. Item added under New Business Item D.

1804 Approval of Minutes: DB motioned to approve the February 21st, 2017 Regular Board Meeting minutes. TC seconded. Motion passed, unanimous.

1805 Public Comment: Chris Hawthorn addressed the board requesting more outreach and communication from the port with regards to port activities. SC mentioned that all Agenda’s and Minutes were found on the Port’s website describing port activities. Aaron McKenzie addressed the board with regards to the fisherman’s hoist.

1810 Managers Report: SC referred commissioners to manager’s report. Also stated was the intent on refurbishing the fisherman’s hoist and repair costs of the dredge pump.

1815 Old Business: A) Resolution 2017-1 Port Ordinance 96-5.6 Lengths, Beams, & Weights. BW motioned to approve Resolution 2017-1. DB seconded. Discussion, motion passed unanimous. B) Resolution 2017-2 Dockage & lifting fee increase. BW motioned to approve Resolution 2017-2, DB seconded, discussion. DB retracted his seconded and BW retracted his motion. Resolution did not contain literature on lifting fee increase. PM to address resolution 2017-2 and present at next board meeting. C) Job Description/Project Manager – SC handed out a draft of the job description for project manager for the cannery redevelopment project. DB motions to approve the job description packet for the project coordinator position as per manager’s timeline. BW seconded. Discussion, subcommittee meeting to establish timeline and final disbursement of job description. Motion passed, unanimous. D) Recreational Immunity update – Office Manager gave update on SDIS information regarding recreational immunity and that current ruling on this subject will be out 3/23/17. E) Fisherman’s Hoist. SC addressed commission with intent to refurbish the fisherman’s hoist. Project will include removing upper section of hoist for welding work and painting. A new motor, cable and pulley system will also be installed.

1912 Recess

1918 Back in session
**New Business:** A) Budget Officer – DB motions to have SC as the Budget Officer. BW seconded, discussion, motion passed, unanimous. B) Budget Committee – All commissioners will obtain an individual to attend the budget meeting on 5/22/17. C) Budget Calendar – BW motioned to approve the budget calendar as proposed by the PM. DB seconded, motion passed, unanimous. D) City of Port Orford Resolution 2017-3. BW addressed the commission with the intent to have the board consider a resolution that reflected the City’s resolution to save the U.S. Coast Guard from budget cuts. DB motioned to show support to the resolution proposed by the City of Port Orford via the City/Port liaison BW. TC seconded, discussion. TC withdraws his seconded and DB withdraws his motion and tables the subject for next board meeting.

**Meeting Reports** – Nothing to report.

**Finances:** A) Grant Updates. Office Manager Cher gave update on current status of all outstanding grants. B) 2015-2016 Audit update. Office Manager addressed commission that an extension has been granted by the State to finish up our 2015-2016 audit.

**Executive Session:** None

**Future Agenda Items:**
1) Revise Port Resolution 2017-2
2) BW to update board on City of Port Orford’s Resolution 2017-3.
3) Project Coordinator Sub Committee meeting.

**Meeting Adjourned.**