MINUTES OF THE REGULAR BOARD MEETING
AUGUST 15TH, 2017

1800 Meeting called to order by President Tom Calvanese, Commissioners in attendance; Brett Webb, David Bassett, Sam Scaffo & Gary Anderson. Gary Anderson took minutes.

1802 Unlisted Items: Commissioners – None; Staff – None

1803 Public Comment: None

1805 Approval of Minutes: DB motioned to approve the August 3rd, 2017 Special Board Meeting minutes. GA seconded. Motion passed, unanimous with BW abstaining because of absence. DB motioned to approve the July 14th, 2017 Special Board Meeting. BW seconded, motion passed, unanimous. BW motioned to approve the July 18th, 2017 Regular Board Meeting minutes. GA seconded, motion passed, unanimous.

1815 Managers Report: It was agreed that SC did an outstanding job in getting the new scale installed on the 25Ton Crane. DB mentioned that the new mobile boom crane could be a source of revenue for the port for jobs around the community, as the nearest crane was in Coos Bay.

1820 Old Business: A) Final Review of Collaborative Fisheries Associates – SS motioned that Collaborative Fisheries Associates has completed their contract with the Port of Port Orford as required. DB seconded, motion passed, unanimous. Final remunerative check was signed at the end of the meeting. B) Decision on Build Option – By consensus, the decision on the build option was tabled in favor of discussion which ensued with each commissioner weighing in with their preferences as to requirements, design and cost. The consensus was Post and Beam is the preferred construction because of the cost and flexibility.

1915 Recess

1920 Return from Recess – Executive Session

2023 Out of Executive Session
C) Port Managers Evaluation – It was determined that TC will compile and average the priority and temporal ranking of the work list for the Port Manager SC, and will send that out to commissioners when complete. If no objections TC will later go over it with SC.

2100 New Business: A) Conversation with all tenants regarding base rates - After some discussion as to lease rates, the consensus was to use the rates suggested by the Pro-Forma in a letter to all the prospective tenants for the new building, based on their requirements and letters of intent. It was suggested a 10 day response be included, as well as a follow up non-binding “Draft-Lease”, to be developed by Port Staff. The new
rates for the current tenant will be presented by phone. Because of recent personnel turnover, NorCal’s lease had not been imposed. GA motioned to extend NorCal’s lease until June 30th 2018, DB seconded, motion passed, unanimous. Consensus was to forgo the 2016-2017 increase as the Port’s mistake but begin again at 2.5% beginning July 1, 2017.

Meeting Reports – TC had a phone con with David Porter from EDA, who went over some parameters of the new building including running sea water for all the tenants that need it.

Finances: None

Future Agenda Items: None

Meeting Adjourned.