MINUTES OF THE REGULAR BOARD MEETING
JANUARY 15TH, 2019

1800 Meeting called to order by President Tom Calvanese, Commissioners in attendance; David Bassett & Gary Anderson, & Brett Webb. Sam Scaffo not present. Steve Courtier took minutes.

1801 Unlisted Items: None

1802 Public Comment: None

1803 Approval of Minutes: GA motioned to approve the December 11th, 2018 Regular Board Meeting, and the January 8th, 2019 Special Board Meeting minutes, BW seconded, discussion, motion passed, unanimous.

1808 Managers Report – SC gave a brief rundown on repairs at the port


  1) Confinned Space Entry – GA moves to approve the confined space entry policy. BW seconded, discussion, motion passed, unanimous.

  2) Hazardous Communications – BW moves to approve the hazardous communications policy. GA seconded, discussion, motion passed, unanimous.

  3) Lock-Out/Tag-Out – BW moves to approve the lock-out/tag-out policy. GA seconded, discussion, motion passed, unanimous.

  4) Personal Protective Equipment – GA moves to approve the personal protective equipment policy. DB seconded, discussion, motion passed, unanimous.

  5) Bloodborne Pathogens – GA moves to approve the bloodborne pathogens policy. DB seconded, discussion, motion passed, unanimous.

1855 Old Business: - A) Review & Approval of Tenant Leases’

  1) Hallmark Fisheries Lease – GA moves to approve Hallmark lease. BW seconded, discussion, motion passed, unanimous.

  2) Oregon Sea Farms Lease – BW moves to approve Oregon Sea Farms lease. GA seconded, discussion, motion passed, unanimous.

  3) NorCal Lease – GA moves to approve NorCal Lease. DB seconded, discussion, motion passed, unanimous.

  4) South Coast Tours Lease – GA moves to approve South Coast Tours lease. BW seconded, discussion, motion passed, unanimous.

1930 B) Credit/Debit Card Project – Office manager SH reviewed the credit/debit card project with the board. DB moves to proceed forward with the QuickBook approach for the credit/debit card project to be test piloted for one year. BW seconded, discussion, motion passed. BW, TC, & DB – Yes; GA – No.

2008 Recess

2018 Return from Recess
2020 Meeting Reports – TC & SC had a phone conference with David Ulbricht from SDAO regarding the financial contract. TC & SC had a phone conference with Kate Groth and Karla Ellis from the ACOE regarding the Breakwater Repair Project.

2032 Finances: - Cher Harvey presented the financial statements to the commission

2037 Executive Session

2045 Out of Executive Session

DB moves to approve Griff’s On The Dock Lease. BW seconded, discussion, motion passed, unanimous.

2055 Future Agenda Items: GA moves to put the letter of support for the Jordan Cove project on the next month’s agenda. Motion fails due to a lack of a second.
1. Landings Discussion
2. Griff’s Lease
3. Special Board Meeting February 5th.

2100 Meeting Adjourned.