MINUTES OF THE REGULAR BOARD MEETING  
OCTOBER 15TH, 2019

Meeting called to order by President Brett Webb, Commissioners in attendance; David Bassett, Aaron Ashdown, Leila Thompson, & Tom Calvanese. Steve Courtier took minutes.

Schedule of Meetings: No Change

Unlisted Items: TC handed out an outline of topics to cover under Old Business C, Redevelopment Project Update.

Approval of Minutes: LT moves to approve the September 17th, 2019 minutes with corrections. AA seconded, discussion, motion passed, unanimous.

Public Comment: Bert White made a public comment. Wilson Thompson asked about the port’s implementation of a credit card system and if there were any plans to put a boat ramp when the new facility gets built.

Correspondence

Old Business: - A) Health Benefits Policy Update - No news to report. B) Crane Scale – BW moved to instruct the PM to purchase the Radio Link + at a cost not to exceed &7500.00. DB seconded, discussion, motion passed, unanimous. C) Redevelopment Project Update – 1. Ford Family Foundation Program Related Investment full proposal. Draft contract with Annie Donnelly to complete and submit TFFF proposal for PRI. Commissioners review. David Albrecht to provide advice re: supporting financial documentation. Port Manager to provide support during proposal preparation. BW motions to approve the FFF PRI proposal. TC seconded, discussion, motion passed, unanimous. 2. PARC Resources – TC discussed the BUILD proposal from Sen. Merkley’s office had increased to $1B for FY20. In addition, the board should consider the EDA proposal in conjunction with Build due to potential economies of scale. MARAD proposal could be a future submittal, based on performance. TC motioned that the Port enter into a contract with PARC Resources on BUILD proposal & consider EDA proposal development in conjunction. BW seconded, discussion, motion passed, unanimous. PM will research engineers to provide the benefit cost analysis portion of the grant.

Recess

Return from Recess

3. Project Manager Job Announcement. The redevelopment subcommittee will meet and complete a project manager announcement. There was consensus among the board. 4. Seawater System Design RFQ. The redevelopment subcommittee will review the seawater system RFQ and present to the board. 5. Seafood Facility Design Architect RFQ. PM will meet with commissioner Bassett and generate a list of design architect’s and produce a RFQ to meet State deadline in 2020. 6. Initiate Supplemental Budget Process. PM will begin supplemental budget process with auditor Connie Huntsman.
2005 **New Business:** A) Employee Handbook Update. PM presented the board with a correction in the employee handbook regarding payroll disbursement. AA motioned to approve the change in the employee handbook from payroll will be disbursed 5 days after the end of the pay cycle to payroll will be disbursed “no latter than” 5 days after the pay cycle. TC seconded, discussion, motion passed, unanimous. B) South Coast Tours Lease Approval – AA moves to approve the lease for SCT. BW seconded, discussion, motion passed, unanimous. C) Future Port Goals – BW requested this item be added to Future Agenda Items, all agreed. Commissioners are to bring a list of top 5 priorities to the next board meeting.

2015 **Managers Report** – SC gave a brief rundown on repairs at the port. In addition, he brought to the board’s attention the 25Ton rehab project, the 15Ton P&H repairs, and the breakwater repair project.

2023 **Meeting Reports** - Steve and Dave attended noxious weed/gorse lecture in Bandon, Or.

2024 **Finances:** quarterly reports for next board meeting

2027 **Executive Session:**

2028 **Future Agenda Items:**
1) Future Port Goals
2) Health Benefits
3)

2036 **Meeting Adjourned.**