Port of Port Orford  
Special Board Meeting Minutes  
Friday, April 10, 2020  
Remote Meeting Via Zoom

1. Called to Order by Commissioner Chair Webb – 6:03 P.M.
   b. Modifications, additions or changes to the agenda
   c. Declaration of potential conflicts of interest

2. Public Comment – None

3. Manager’s Report – Don Mann, Interim Port Manager
   a. General Port Activities/Issues
      25 Ton Crane is repaired, recertified and back in operation. 15 Ton Crane was recertified as well. The Budget process is moving forward. First Budget Committee Meeting scheduled for Monday, 4/20/20. COVID-19 process is going well. Employees now wearing masks and gloves and sanitizing. 6 Foot distance going well. Boat scale has been installed and we are waiting for technical assistance to read a code on the digital handheld device.

4. New Business
   a. Discussion of Hiring Process
      Commissioners discussed how they want the upcoming Special Board Meeting scheduled 4/14/20 to interview the potential Port Manager candidate to go as well as how to include the Port Manager Citizen Review Committee. Checking potential candidates’ references was discussed and the Board agreed to contact them

   b. Review Application
      An interview plan was agreed upon by all the Commissioners.

   c. Updates on BUILD and EDA Grant Applications - Redevelopment Chair, Tom Calvanese provided a brief update. Waiting for call from CRAFT-3 to support negotiations. Nothing from Myer yet. There is an RFP for the Sea Water System ready to be released. Build Grant deadline is 5/18/20. Due to COVID-19 setbacks, working to make the deadline but due to the process and steps that need to be taken, not sure it can happen this year. EDA is ready but still need to do some more surveying at the build site. Since EDA is Federal Dollars, there will be no deadline to meet. Tom Calvanese will contact Peter DeFazio regarding grant deadlines. The Commissioners agreed that the need for local access to resources strengthens the case.

5. Executive Session – None

6. Adjourned by Commissioner Chair, Brett Webb at 7:32 pm