1 - Called to Order by Brett Webb - 10:01am

Present: Commissioners: Brett Webb, Tom Calvanese, Leila Thompson, Aaron Ashdown, Dave Bassett

Guest - Don Mann via Teleconferencing @ 10:02am

2 - Public Comment, none

3 - Unfinished Business
   a. Interim Port Manager
      Introductions with DM giving background of experience including time at the Brookings port, with a re-hiring 1.5 years ago as Interim Manager. DM is currently working with the Port of Cascade Locks. He can split his time between ports. Port Orford time on site would be Mondays and Tuesdays (arriving Sunday evenings and leaving Wednesday mornings).

      He inquired if there is a general list of work items or to assume regular general manager duties. He will be available via text, email or call and also on assigned days in-person. DM has a standard contract that can be adapted to the Port of PO’s needs. Some of his background includes economic development and property management.

      Job Start Window? Jan 5-7, 2020

      A short discussion on the Project Manager RFP coming up soon and the duration of that position.

      Chair Brett Webb will put a summary of Don’s expectations together. Commissioner Tom Calvanese to set up a shared folder with information DM requested.

      10:32am Don Mann signed off and left the meeting via teleconferencing.

      Interim Port Manager detailed discussion continued. TC brings up a timeframe of 90 days for interim PM work in parallel with the RFP for the Port Manager position by January 13th, 2020.

      10:47am Chair BW notes the Executive Session to be for ORS 192.660(1)(a) Personnel
b. **Professional Engineering Services**
TC gave an update about Hod Wells communications. Also, Stan from PARC has another funding opportunity. Hod Wells is reaching out to original GeoTech Engineering staff for information. Commissioner Dave Bassett mentions cost/benefit and concerns about engineer work that was previously done. A consensus to proceed with Hod Wells should be made at the next meeting, 12/27/19.

Next meeting was arranged for 12/27/19 @9am.

4 - **New Business**

a. **Tiburon Fisheries Lease Agreement**
10:58am Chair BW shared that he had instructed office staff to not give out collection letters a week before Christmas. He regretted this decision.

Dave Rickel, a person of support to Tiburon Fisheries but not an employee was present with his wife, Geraldine Rickel, a “sometimes” employee of Tiburon Fisheries. The commission addressed them as people who have information regarding Tiburon Fisheries but without official authority.

Tiburon Fisheries has not paid its bills. D. Rickel suggested that some of the charges are being disputed regarding Nor-Cal. Owners Perry/Cassidy Bordeaux asked D. Rickells to be present at this meeting for them and share information.

A question and answer time with both Rickel and the Commission began. Information of how many fishermen sell to TF was questioned. G. Rickel said she could get that information. D. Rickel lodged a complaint that Paul Hewitt was getting into TF electrical panel. A discussion on why Paul Hewitt had access came up with the Commission. D. Rickel explained that there had been a 2-month electrical system shut off. Former Port Manager Steve Courtier and owner Perry Bordeaux had been in negotiations for electrical lock out.

D. Rickel shared that a NorCal employee had put the “wrong end on a pipe” and grounded out the freezer. Tiburon Fisheries lost product. Another comment was exchanged regarding PH and DR charging fuel to Tiburon. (?)

11:09am Commissioner Aaron Ashdown asked about f/v Instigator and where it is currently resting on the dock property. Further discussion revealed that Perry Bordeaux is the owner of the boat and the dock space lease is also in arrears since May 4th, 2019.

11:20am 5-minute break

5 - **Executive Session** - 11:26am-12:29pm
Office Manager Jenny Houck and Crane Operator/Supervisor Darin Faris were invited to inform the Commission during the executive session.

12:29pm Exit Executive Session

12:30pm Tiburon Fisheries Lease details were discussed. The Commission advised Chair BW to contact the attorney to draft communications with Tiburon Fisheries regarding termination of lease agreement.

The outstanding bill will be sent to collections as a separate issue.

12:48pm Chair BW called Attorney Robin Miller III to teleconference regarding lease. The attorney will send a termination letter after he reviews the lease agreement.

- A question regarding Debt Collection and to send after the termination statement.
- A mention of “default judgment possibility”.

Commissioner Leila Thompson made a motion: “Because we believe Tiburon Fisheries to be in default of their lease agreement, I move that we refer the matter to our attorney for proper disposition of lease termination.”

Commissioner AA seconded the motion.

Vote: motion carries with “aye” votes from commissioners: TC, AA, LT, DB, Chair Brett Webb recused himself as acting Port Manager.

6. Future Agenda Items - none

7. Meeting Adjourned - 1:04pm