PORT OF PORT ORFORD
Regular Board Meeting Minutes
Tuesday, June 16, 2020 – 6:00 P.M.
Remote Meeting via Zoom

1. **Call to Order** by Commissioner Chair, Brett Webb – 6:01 p.m.
   
a. **Roll Call**: Commissioner Chair, Brett Webb, Commissioner Vice Chair, Aaron Ashdown, Commissioner Treasurer, Dave Bassett, Commissioner Secretary, Leila Thompson, Commissioner and Redevelopment Project Chair, Tom Calvanese, Port Manager, Pat Cox.
   
   **Sub-Committee**: Rick Fox, Budget Committee member and Health Benefit Specialist.
   
b. **Modifications, additions, or changes to the agenda** – None
   
c. **Potential Conflicts of Interest**
   
   Commissioner Calvanese mentioned researchers coming this summer and how to deal with it considering the COVID-19.

2. **Public Comment** – None

3. **Approval of Minutes**

   **5/12/20 Budget Committee Meeting**
   Commissioner Ashdown motioned to approve; Commissioner Bassett seconded. Some discussion. Commissioner Ashdown amended his motion to approve the minutes with stated changes. Commissioner Bassett seconded with changes mentioned. No further discussion, vote to approve unanimous.

   **5/19/20 Regular Board Meeting**
   Commissioner Bassett motioned to approve; Commissioner Ashdown seconded. Some discussion. Commissioner Bassett amended motion to approve with amendments mentioned. Commissioner Ashdown seconded. No further discussion, vote to approve unanimous.

4. **Managers’ Report** given by Pat Cox, Port Manager –
   
   New lines painted, new maintenance logs and new computer. Dredges finished. Floating dock repairs estimated completion middle of July. New 25 Ton winch cable purchased. 15 Ton P&H mobile crane inspection Monday, June 22. Received 500 masks from Federal Ports. Question and discussion on changing format of financials. Tiburon Fisheries wants his freezer. Pat will contact the Port’s attorney to discuss.

5. **Unfinished Business**
a. **Discuss Covid-19**
Commissioner Thompson concerned with rising number of cases. Commissioner Calvanese shared COVID-19 testing available in Coquille. Pursuing what is possible and how the Port support the testing efforts. Discussion on Declaration of the State of Emergency. Commissioner Thompson suggested updating the Declaration as well as the website to reflect where the Port is currently. Public restrooms & RV Parking to remain closed. Notify everyone that testing is available. Major Policy Point that the dock crane remains in operation and available to essential users only. Port employees to continue wearing masks.

b. **Insurance Benefit Update**
Rick and Wendy Abel looking at subsidy plan for each person involved. Will save Port money. In the process of finalizing and will submit email with results.

c. **Pacific States Marine Fisheries Aid** suggested to be no longer available.

d. **Redevelopment Update**
RFP for Project Manager went out Monday. RFP for the Sea Water System going out this week as well as RFQ for GEO.

6. **New Business – ACTION ITEMS**

a. **Daily Dockage Rates/RV Park Donations**
Short discussion regarding implementing daily dockage rates. Preference is to stay with monthly rates so no changes. RV Parking is closed.

b. **Budget Resolution**
Commissioner Chair read the resolution and moved to adopt the 2020-5 Resolution adopting the 2020-21 budget. Commissioner Thompson seconded. No further discussion, vote was unanimous.

c. **USDA Grant for $50,000**
Commissioner Calvanese shared PARC Resources is working on the USDA Grant which will be used for the community facility. They’re also working on getting EDA Proposal submitted. Proposal for $12,000 grant for the Port Orford Seafood Hut has a fast turn around and check should be in soon. Request from David Brock Smith to write letter to governor regarding Ports current status with submitting EDA proposal.

7. **Dock Maintenance Report**
The 25 Ton Winch Cable Repair done

**Commissioner Reports**
Commissioner Chair Webb – landing tax revenues are declining. Halibut value is possibly less than 50%. May be a value decrease because the slow market. Structure of fishery changed to 3-day season, there are more participants. Anticipating the net to Port Orford will be the decrease in tax revenue.
Financial Report
Commissioner Bassett shared the Port may need to transfer funds to stay out of the red. Discussion regarding Billeter Marine bill for the Sewage Pump Station project and the Reese electric bill.

8. Correspondence
Commissioner Calvanese mentioned that the letter to the governor is in the drop box.

9. Executive Session – None

10. Future Agenda Items – None

11. Adjourned by Commission Chair, Brett Webb at 8:15 p.m.