PORT OF PORT ORFORD

Regular Board Meeting
Tuesday, October 20, 2020 @ 6:00 P.M.

1. Call to Order: by Commission Chair, Aaron Ashdown @ 6:03 P.M.

   a. Roll Call: Aaron Ashdown (AA), Tom Calvanese (TC), Dave Bassett (DB), Brett Webb (BW),
      Leila Thompson (LT), Port Manager, Pat Cox, (PC), Redevelopment Project Manager,
      Shannon Souza (SS).
   b. Guests: Dave Lacey, Gary Burns
   c. Declaration of Potential Conflicts of Interest – None

2. Public Comment: None

3. Approval of Minutes

   9/15/20 – Regular Board Meeting
   Motion to Approve – DB
   Second – BW
   Discussion: Correction to #9, under Commissioner Concerns
   Should read: AA and TC attended a scenario planning workshop for the Pacific Fisheries
   Management Council regarding Dungeness Crab in Oregon.
   DB amended his motion to approve with noted change.
   BW amended his second to include noted change.
   Vote: DB – Yes, LT – Yes, TC – Yes, BW – Yes, AA – Yes

   10/6/20 Special Meeting
   Motion to Approve – DB
   Second – LT
   Discussion: Guest names in attendance to be omitted in all further minutes.
   Vote: TC – Yes, BW – Yes, LT – Yes, DB – Yes, AA - Yes

4. Manager’s Report by PC

   Public Relations – Met with Tara Ramsey from Red Fish Rock’s Community Team regarding a
   virtual tour of the Port in the spring.
   Supervision – Asked for remaining evaluations from commissioners to assist in developing his
   goal worksheet.
   Fiscal Report – Will need supplemental budget for the new QT Pod.
   Communication – Signed 1-year contract with Curry Soil & Water for gorse management.
   Economic – Working with PARC & EDA regarding funds for Seafood Hub Project. City has
   hearings coming in November regarding land use notice which states nothing higher than 25
   feet.
   BW strongly suggested having representation for all meetings regarding the height.
   DB agreed.
Maintenance – Maintenance to the generator is complete and it has been put away with the 15 Ton Mobile.
25 Ton Hoist brakes and hoist cable are fixed. Oil & water separator serviced, DEQ was notified about possible contaminated waste. Pequod was moved to the Boneyard. Installed wiring for the heater blocks on old cannery site. Working on Storm Drain 1200 Z permit.

5. Unfinished Business - None

6. New Business
   a. Resolution 2020-7 – LGIP Account for Capital Projects Fund
      BW motioned to approve 2020 Resolution.
      DB seconded
      Discussion: Amended spelling to read, “The Port of Port Orford
      BW amended his motion to approve the 2020-7 Resolution with the mentioned correction.
      DB seconded
      Vote: LT – Yes, DB – Yes, TC – Yes, BW – Yes, AA – Yes

   b. Cal-Shell Lease Renewal
      LT motioned to approve the renewal of CSF lease.
      TC Seconded
      Discussion: TC mentioned all lease language refers to month to month extensions through 9/30/2021. PC confirmed that the terms of the lease state month to month.
      LT asked to strike her motion
      TC withdrew his second
      LT moved to accept the extension of the Cal Shellfish lease agreement, DBA Hallmark Fisheries for the 2020/21 year.
      TC seconded.
      DB stated to strike the word “opinion” on #3. Should say “option.”
      LT amended her motion to approve with the correction mentioned by DB
      DB seconded

7. Financial Reports
   PC went over the columns in the report. Have had to spend a lot of money on the 25T hoist and the current plan is that those repairs will last at least a year. There is one more big project. Need to pull communication cables so that there is more back up for the hoist. We will have to adjust for the amortized payment schedule on the MP4000 as it was not included in the budget.

8. Redevelopment Project Update by SS
   1. Funding
      Met with EDA. Received preliminary engineering report which was given to PARC. It was what they needed for the grant writing. All COVID funds have been spent. EDA strongly encouraged us to move forward with funding request. There is a self-imposed deadline of the 30th to get the application back to EDA. Want to demonstrate how COVID affected the Ports funds. David Brock Smith is willing to assist in showing how COVID has hurt the Port. The 20% match is confirmed with EDA. Suggested obtaining refreshed letters of intent. CRAFT 3 is helping with water & power security grants.
2. **Design**
   GEO Tech – SS has a technical advisory to help with the concept about the site, what don’t we know that we should know before pivoting from concept to design.

3. **Public Outreach**
   Looking at possibly developing a curriculum of sorts for kids relating to the funding & infrastructure.

4. **Timeline updates**
   Will come after the election and probably after the first quarter.

9. **Commissioners Concerns**
   TC and AA hoping for an update regarding the Dungeness Crab. AA will try to attend the Dungeness Crab Commission meeting tomorrow. Bob Bailey will be talking about sea otter re-introduction.

   Concerns with the City’s new blanket height restrictions proposal.

10. **Future Agenda Items**
    After looking at the Port’s zoning information, it was agreed to hold a special meeting on 11/3/20 @ 6:00 p.m. to discuss the Port’s stand. Pat will be drafting a resolution in representation of the Port. DB volunteered to assist. Meeting moved to 11/10/20 because of the elections.

11. **Adjourn** – 7:37 p.m.