PORT OF PORT ORFORD

Emergency Board Meeting
Tuesday, November 24, 2020 @ 6:00 P.M.

1. **Call to Order** by Commission Chair, Aaron Ashdown @ 6:06 P.M.
   a. **Roll Call:** Leila Thompson (LT), Brett Webb (BW), Tom Calvanese (TC), Dave Bassett (DB), Aaron Ashdown (AA).
   Managers and Guests: Port Manager, Pat Cox, Auditor, Connie Huntsman (CH)
   b. **Potential Conflicts of Interest**
      AA expressed possible potential conflicts because he is a tenant on the dock.
      BW expressed possible potential conflicts because he is a tenant on the dock.

PC asked AA to move item 6 C, Resolution 2020-12 Adopting Supplemental Budget to the first item of discussion so that Connie could speak first and then be released from remainder of meeting. PC requested that item 6 C on the Agenda state Resolution 2020-12 Supplemental Budget. AA agreed.

**Connie went over 6-C - Resolution 2020-12 Adopting the Supplemental Budget** and how to read it. Went over Capital Outlay and indicated that any equipment that costs over $800 and is intended to last for more than 12 months must come out of the Capital Outlay. BW suggested that manager bring a Resolution to the December meeting that changed that $800 requirement to $5,000. Connie recommended dating it 7/1/2020.

6. **New Business**
   A. **Resolution 2020-12 Supplemental Budget**
      BW motioned to approve the Resolution 2020-12 Adopting the Supplemental Budget.
      LT seconded the motion.
      Discussion:
      PC spoke about the continual slippage in the winch and repairs on the 25T Hoist. In the last year, have spent $15,000 and no longer have any other fixes that can be made. There have been 6 repairs since 2017. Need authorization to transfer the funds to pay for the new winch as well as permission to spend the money required to fix it.
      Vote to Approve Resolution 2020-12 Adopting the Supplemental Budget, AA – Yes, TC – Y, DB – Y, BW – Y, LT – Y. Motion Passed
   B. **Resolution 2020-10 Adopting Boat Repair Workplan**
      BW motioned to approve Resolution 2020-10.
      DB seconded.
      Discussion:
      PC indicates these documents must be in place to obtain the 1200Z Permit.
      LT asked for summary of what the permit is.
      Wifi was dropped so Pat left meeting momentarily.
      BW: Explained that it is a stormwater runoff permit. We have not had one and should have. There was a complaint filed a few weeks after Steve left. It was brought to Don Mann’s attention and he started that process before leaving. Due to subsequent complaints made to DEQ, Pat is trying to get it done as soon as possible.
      AA asked what the 1200Z Permit covers.
      PC reconnected and explained that anything that influences the outfalls and how the stormwater is collected and what happens on its way out are what the Permit covers. BW suggested going over Resolution 2020-10 after 2020-11 as it would make more sense.
      BW rescinded his motion to approve Resolution 2020-10.
      DB rescinded his second.
C. Resolution 2020-11 Best Management Practices
BW motioned to adopt Resolution 2020-11, Best Management Practices first.
LT seconded.
Discussion:
BW stated it must be done by 11/27/20 (Per DEQ) and that we can always make changes to the language however it is what DEQ needs to see to adopt our application.
DB suggested a conceptual approval understanding that the language would be fine-tuned. It would give Pat the tools he needs for the permit and then he can come back with something a little more specific.
TC wanted to take a close look at the Best Practices document before approving.
PC said that we can possibly edit but these are specific State guidelines for Best Practices.
BW said these Practices are for the entire State of Oregon per DEQ & that the 1200Z permit will show exactly what the Port’s requirements are.
AA said as a Commission, we need to review the document and accept it.
BW rescinded his motion to approve the Resolution 2020-11 Best Management Practices.
LT rescinded her second.
LT moved to approve the 2020-11 with any changes regarding clarification of the date, the Resolution as well as the titling of the Port of Port Orford as the entity.
BW seconded.

D. Resolution 2020-10 Adopting Boat Repair Work Plan
TC moved to approve Resolution 2020-10 Adopting the Boat Repair Work Plan.
DB seconded.
Discussion:
BW suggests telling DEQ that the Boat Repair Work Plan needs more time to develop but we are working on it. While in discussion, TC made modifications to the Boat Repair Plan as discussed and agreed upon by Commissioners.
BW said that we want DEQ to agree that this is our plan. He added that this is a compliance for tenants, easy to read and understand.
It was agreed that fish sellers are included in this workplan.
Vote: TC – Yes, LT-Yes, BW – Yes, DB-Yes, AA Yes – Motion passed.

6-D. 25 Ton Hoist Replacement Authorization
LT Moved to approve up to $28,000 for the purchase of the new winch for the 25 Ton Hoist.
BW seconded.
Discussion:
Winch cost: $25,035
Freight Cost: $1,080
Expedition Charge: $450
TC asked that maintenance records are incorporated as part of this meeting.
Vote: DB – Yes, BW – Yes, LT – Yes, TC – Yes, AA – Yes – Motion passed.

Adjourn @ 8:06 P.M.