

PORT OF PORT ORFORD PORT COMMISSION

MINUTES

FOR THE REGULAR MEETING HELD ON
TUESDAY, July 15, 2025 @ 6:00 PM

Call to Order (6:21 pm)

1. Roll Call

a. Commissioners present in-person:

Clark Kocurek, President
Aaron Ashdown, Vice-President
Pat Cox, Secretary - Treasurer
Brett Webb, Commissioner
Scott Mecum, Commissioner

Commissioners absent: None

Guests Present:

Catherine Scobby, Port Administrator
Tom Calvanese, Redevelopment Committee Chair
Darin Faris, Port Employee
Wilson Thompson, Resident of Port Orford

2. Declaration of potential conflicts of interest:

None noted.

3. **Approval of Agenda:** Commissioner Ashdown moved to approve agenda, Commissioner Cox seconded the motion, passed unanimously. A discussion of the scheduled rate increase was postponed to the next meeting.

4. Election of Officers:

Administrator Scobby administered the oath of office to the commissioners.

- a. **President:** Commissioner Webb nominated Commissioner Kocurek for President. Commissioner Cox seconded the motion. Commissioner Kocurek accepted the nomination. Passed unanimously.
- b. **Vice President:** Commissioner Webb nominated Commissioner Ashdown for Vice-President. Commissioner Kocurek seconded the motion. Commissioner Ashdown accepted the nomination. Passed unanimously.
- c. **Secretary-Treasurer:** Commissioner Kocurek nominated Commissioner Mecum for the position. Commissioner Mecum said he'd like to see somebody with more experience in the position. Commissioner Kocurek rescinded the nomination and nominated Commissioner Cox. Commissioner Ashdown seconded the motion. Commissioner Cox accepted the nomination. Passed unanimously.

5. Oral Reports:

- a. **Administrator's Report** - Catherine Scobby reported on various port activities, including:
 - i. U.S. Army Corps of Engineers completed dredging of the federal navigation channel.
 - ii. OSHA conducted a site visit as a part of the ongoing variance request process.

- iii. The Port finalized a critical financial agreement with Business Oregon, securing a contract to administer a \$1.6 million dollar legislative appropriation. These funds allow the Port to complete the crane replacement project.
- iv. The underground fuel tank was decommissioned and removed with no soil contamination found.
- v. Griff's was demolished to make room for additional office and rental space.

b. Redevelopment Report - Tom Calvanese, Redevelopment Committee Chair

6. Consent Agenda:

- a. Acceptance of Financial Reports for June 2025
- b. Acceptance of Minutes for the Regular Meeting held on June 17, 2025
- c. Acceptance of Minutes for the Special Meeting held on May 21, 2025
- d. Acceptance of Minutes for the Special Meeting held on May 27, 2025
- e. Acceptance of Minutes for the Budget Meeting held on May 27, 2025
- f. Acceptance of Minutes for the Special Meeting held on June 10, 2025
- g. Acceptance of Minutes for the Budget Hearing held on June 24, 2025
- i. Commissioner Cox moved to accept the consent agenda. Commissioner Ashdown seconded it.

Commissioner Webb asked for items b, f, and g to be moved to new business for additional discussion. Commissioner Ashdown moved to approve the consent agenda as amended. Commissioner Cox seconded. Passed unanimously.

7. Unfinished Business:

- a. Product Hoist Policy - The commission discussed the product hoist policy, including the cost of ladders, the number of hoists the port should own, and the implications of public versus private ownership.
 - Commissioners generally leaned towards a hybrid model with the Port owning at least one or two public hoists.
 - Discussion included auction-based leasing models and alternative multi-tiered service models to ensure equal access.
 - Concerns were raised about a lack of policy enforcement for existing access issues.
 - Darin Faris suggested three or four product hoists of the same type for ease of maintenance.
 - The distinction between infrastructure and operational decisions was made, with an agreement to focus on infrastructure first.
 - **Motion:** Commissioner Kocurek made a motion for a hybrid hoist policy; with 2 port owned hoists and 2 hoists auctioned. Commissioner Mecum made a motion to keep the current product hoist configuration. Commissioner Webb made a motion to direct staff to secure everything needed to purchase and install two public hoists, with their placement at the Port's preference, operating within a hybrid model aiming for six total stations. Commissioner Mecum seconded the motion. Roll call vote: Commissioner Mecum - Y, Commissioner Cox - Y, Commissioner Webb - Y, Commissioner Ashdown - N, Commissioner Kocurek - Y.
- b. Motion to Close out Umpqua Bank Account and Transfer Funds to Rogue Account.
 - **Motion:** Commissioner Webb made a motion to Authorize Commissioner Cox to close the Umpqua account and transfer the remaining balance to the Rogue General Fund. Commissioner Cox seconded the motion. Roll call vote: Commissioner Mecum - Y, Commissioner Cox - Y, Commissioner Webb - Y, Commissioner Ashdown - Y, Commissioner Kocurek - Y.
- c. Motion to update signers on Rogue accounts - **Motion:** Commissioner Cox moved to add all commissioners and Port Administrator Scobby to the accounts and remove Rick Fox and Linda Phillips. Commissioner Webb seconded. Passed unanimously.
- d. Motion to end state of emergency regarding dredging - The commission discussed ending the dredging state of emergency. Despite recent dredging, concerns remained about high spots. **Motion:** Commissioner Webb made a motion to end the state of emergency with the understanding that a new emergency could be declared if needed. Commissioner Mecum seconded the motion. Passed unanimously.

8. Action or Discussion Items/New Business:

- a. Change order processing discussion - Administrator Scobby sought direction on processing change orders. The commission advised her to use her authorized spending limit for minor decisions and bring larger expenditures to special meetings. The \$60,000 change order for new ladders was rejected as existing ones were deemed sufficient.
- b. Line of credit - The port identified a need for a line of credit. **Motion:** Commissioner Cox made a motion to pursue a \$500,000 line of credit by investigating options at three different financial institutions including Rogue Credit Union. Commissioner Ashdown seconded the motion. Passed unanimously.
- c. The commission reviewed and discussed the May 21st, June 10th, and June 24th meeting minutes.
 - The June 10th minutes, covering budget approvals and tax rates, were approved unanimously.
 - Discussion on the June 17th minutes, which included the FY23 audit and a presentation on otter reintroduction, led to a request from Commissioner Webb to amend the minutes to reflect the general nature of questions and answers related to governance, transparency, and community engagement.
 - The minutes from the June 17th regular meeting and the June 24th budget meeting were approved without changes.

9. Commissioner Updates:

- a. Commissioner Kocurek reminded newly sworn-in commissioners about the SDAO training requirement for public meetings law and ethics.

10. Public Comment:

- a. Correspondence included letters from Hallmark and Pacific Seafood expressing interest in hoists and maintaining a year-round presence.
- b. The vendor the Port was leasing the ice machine from notified the Port they planned to sell or remove the machine next month. The Port was given first right of refusal to purchase the machine for \$150K. This was added to the agenda for an upcoming emergency meeting.
- c. Wilson Thompson added public comment about the fishermen's hoist and ice machine.

11. Executive Session - None

12. Adjournment and Confirmation of Next Regular Meeting: meeting adjourned at 10:37 PM.
The next scheduled meeting is August 19, 2025 at 6:00 PM.

Submitted by

Name: Catherine Scobby

Port Administrator

Date: 01/21/2026

President's Signature: 

Approved by

Name: Aaron Ashdown

Commission President

Date: 