



PORT OF PORT ORFORD PORT COMMISSION

REGULAR MEETING

Minutes

FOR THE REGULAR MEETING TO BE HELD ON
TUESDAY, November 18, 2025 @ 6:00 PM

Port Orford City Hall Council Chambers, 555 W. 20th St., Port Orford & Via Teleconference (Google Meet):

1. Call to Order - The meeting was called to order at 6:06 PM.

a. Roll Call

Commissioners present:

Aaron Ashdown, President

Clark Kocurek, Commissioner (Joined Remotely)

Brett Webb, Commissioner

Pat Cox, Secretary/Treasurer

Scott Mecum, Commissioner

b. Declaration of potential conflicts of interest - none

2. Approval of Agenda

- a. Commissioner Webb moved to approve the agenda as written, and Commissioner Cox seconded the motion. Vote passed unanimously.

3. Public Comment

- a. Wilson Thompson (F/V Fantasy) provided a comment on dock operations.

4. Oral Reports

- a. Manager's Report – Catherine Scobby, Port Administrator
- i. Discussion included progress on Port projects, including the crane replacement project, with a ribbon cutting scheduled for November 30th. The economic analysis contract has been received and awaits final approval, while the seawater system RFP closed with one bid and will require follow-up. Stormwater testing produced mixed results, prompting the need to pump out the oil-water separator vault before the following sample. Additional updates included preparation for codifying the OSHA variance policy, ongoing prioritization of Business Oregon funding, and positive feedback on the Port's work at the 2025 State of the Coast conference.
- b. Revitalization Report – Tom Calvanese, Revitalization Committee Chair
- i. Discussion included that the first community open house at the library was successful, with 13 attendees, and plans to continue seasonal events to support public engagement on upcoming projects. Highlights include upcoming opportunities through the ETIPP energy program, the MARAD seafood hub proposal, and the competitive federal funding program, which may support bundled infrastructure improvements.

5. Consent Agenda/Routine Business

- a. Acceptance of Financial Reports for October 2025
- b. Acceptance of Minutes for the Regular Meeting held on October 21, 2025
- c. Acceptance of Minutes for the Special Meeting held on November 5, 2025
 - i. Commissioner Webb moved to approve the consent agenda with a clerical correction to the special meeting minutes, and was seconded by Commissioner Mecum. Vote passed unanimously.

6. Unfinished Business - none

7. Action or Discussion Items/New Business (*Action May Occur*)

- a. Crane Project Operator Booth Discussion
 - i. Commissioner **Webb** moved to direct staff to proceed with a change order removing the south hoist shack while preserving it for future rental, and Commissioner **Ashdown** seconded. Commissioners **Webb, Ashdown, and Cox** voted yes, while Commissioner **Kocurek** and **Mecum** voted no.
- b. Crane Assembly & Hardware Change Orders
 - i. No formal action was taken.
- c. Seawater System RFP
 - i. A seawater committee was formed to help move the project forward. The commission identified the committee members as Commissioner **Cox, Tom Calvanese, Catherine Scobby, and Jeff Griffin.**
- d. Economic Analysis Project Contract
 - i. Commissioner **Webb** moved to approve the contract with BST for economic analysis project, and was seconded by Commissioner **Mecum**. Vote passed unanimously.
- e. Port Administrator Review Process Discussion
 - i. No formal action was taken.

8. Commissioner Updates

- a. Updates included recommendations on the installation of a comment box, sea otter modeling meeting, invasive species outreach, whale entanglement issues, and potential impacts from the Coos Bay container port.

9. Correspondence - none

10. Public Comment

- a. Wilson Thompson (F/V Fantasy) provided comment regarding crane operations and ice machine funding.

11. Future Agenda Items - none

12. Executive Session - none

13. Adjournment and Confirmation of Next Regular Meeting – Tuesday, December 16, 2025, at 6 pm. The meeting adjourned at 9:50 PM.

Submitted by

Name: Catherine Scobby

Port Administrator

Date: 12/9/2025

President's Signature:



Approved by

Name: Aaron Ashdown

Commission President

Date:

1/21/26