

**PORT OF NEWPORT MINUTES**

June 26, 2018

Regular Commission Meeting

*This is not an exact transcript. The audio of the session is available on the Port's website.*

**Agenda Item**

**Audio Time**

**I. CALL TO ORDER**

Commission President Pro Tem Stewart Lamerdin called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:01 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

0:00

**Commissioners Present:** Walter Chuck (Pos. #1), Secretary/Treasurer Pro Tem; Sara Skamser (Pos. #2), Vice President Pro Tem; Stewart Lamerdin (Pos. #3), President Pro Tem; Jeff Lackey (Pos. #4); and Jim Burke (Pos. #5)

**Management and Staff:** Aaron Bretz, Director of Operations; Mark Harris, Accounting Supervisor; and Becca Bishop, Accounting Clerk.

**Members of the Public and Media:** David Jincks; Jim Shaw; Yale Fogarty, ILWU; Pat Ruddiman, ILWU; Doug Cooper, Hampton Lumber; Dietmar Goebel, Newport City Council; Alan Brunstad, Cascade Hardwood; Ken Jones, Cascade Hardwood.

**II. JAMES BURKE, COMMISSIONER POSITION #5; OATH OF OFFICE.....  
(BY-LAWS, SEC. 5(D))**

0:50

**A motion was made by Chuck and seconded by Lackey to appoint Aaron Bretz as Clerk of the Board for the Port of Newport. The motion passed 4 – 0.**

**A motion was made by Chuck and seconded by Skamser to appoint James Burke to Commission Position #5 for a one-year unexpired term that expires on June 30, 2019. The motion passed 4 – 0.**

Commissioner James Burke was sworn into office by Aaron Bretz, Clerk of the Board.

**III. FISCAL YEAR 2018-19 BUDGET HEARING (ORS 294.430) .....**

3:38

Lamerdin offered the opportunity for public comment.

David Jincks commented on the employee compensation plan.....

4:08

Harris presented the Budget Hearing materials in the Meeting Packet .....  
He referred to the LB1 form announcing the meeting which included the approved Budget from the 2<sup>nd</sup> Budget Committee Meeting.

8:25

**A. Resolutions**

**1. Resolution 2018-06 Adopting a Compensation Plan for Port Employees.....**

9:43

There was discussion about the proposed COLA and incentive increases for employee compensation. Harris explained what changes would or would not require a supplemental budget.

17:08

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|--|-------|
| Jincks further commented on the terminology and application of the proposed COLA increase .....  | 18:27 |
| Yale Fogarty commented on the proposed hourly wage steps, COLA and incentive increases.....  | 21:00 |
| The Commission discussed the proposed wage increases and how they could be implemented .....   | 23:20 |
| <b><u>A motion was made by Lackey and seconded by Skamser to approve Resolution 2018-06 Adopting a Compensation Plan for Port Employees as presented. The motion passed 5 – 0,</u></b>   | 23:50 |
| 2.    Resolution 2018-07 Setting Rates Fees & Charges .....  |       |
| Lackey declared an actual conflict of interest because his father-in-law owns two vessels which are subject to the rates and fees, so did not participate in the discussion or vote.   |       |
| Bretz commented on the feedback from the Commercial Fishing Users Group Committee (CFUG) in presenting the changes to Sections 1, 2 and 3, and said future discussions would occur with CFUG. ....                             | 24:15 |
| Lamerdin and Skamser also commented on the value of input from CFUG.....   | 24:50 |
| Fogarty spoke against the lack of increases to the International Terminal (NIT) charges since 2011 .....   | 26:13 |
| The Commissioners discussed the meeting schedule for CFUG .....  | 28:57 |
| <b><u>A motion was made by Chuck and seconded by Burke to approve Resolution 2018-07 Setting Rates Fees &amp; Charges as presented. The motion passed 4 – 0. Lackey abstained because of a conflict of interest.</u></b> ..... | 30:32 |
| 3.    Resolution 2018-09 Adopting the 2018-19 Fiscal Year Budget, Making Appropriations, Levying and Categorizing the Tax .....  | 31:09 |
| Harris introduced the Resolution and suggested closing the Budget Hearing.....   | 31:16 |
| Lamerdin closed the Budget Hearing at 6:33 pm and re-entered the Regular Meeting at 6:34 pm .....  | 31:55 |
| Harris explained Resolution 2018-09 and the Supplemental Budget process .....  | 32:23 |
| Lamerdin thanked the Port staff for their work on the Budget .....   | 38:25 |
| <b><u>A motion was made by Lackey and seconded by Burke to approve Resolution 2018-09 Adopting the 2018-19 Fiscal Year Budget, Making Appropriations, Levying and Categorizing the Tax. The motion passed 5 – 0.</u></b>       | 38:53 |
| IV. <b>COMMISSIONER CHANGES TO THE AGENDA.....</b>   | 39:45 |
| Lamerdin added a discussion about the process for appointing an Interim General Manager and an update on Squid Loading at NIT under New Business.  |       |
| V. <b>PUBLIC COMMENT</b>   |       |
| There was no public comment at this time.  |       |

VI. CONSENT CALENDAR

- A. Minutes
  - 1. Regular Commission Meeting ..... 29 May 2018
  - 2. 1<sup>st</sup> Budget Committee Meeting ..... 18 May 2018
  - 3. Special Commission Meeting (Select Commissioner) . 4 June 2018
  - 4. 2<sup>nd</sup> Budget Committee Meeting ..... 13 June 2018
- B. Financial Reports
- C. Special Use Permits
  - 1. Barrel to Keg Relay
  - 2. Wrigley Vineyards Wine Tasting
  - 3. Oregon Sea Grant "Shop at the Dock"
- D. Contracts
  - 1. Hoist Dock Electrical Upgrades
  - 2. Lighting Replacement, South Beach
- E. Surplus Property Declaration

The Commissioners discussed the Lighting Replacement and the Wrigley Vineyards Wine Tasting.....

41:25

**A motion was made by Skamser and seconded by Burke to approve the Consent Calendar as presented. The motion passed 5 – 0.**

VII. NEW BUSINESS

- A. Commercial Fishing Users Group (CFUG) Standing Committee Appoint Members (Positions 1, 3, 5, 7, 9 and 11).....

44:30

Bretz explained that these positions' terms are ending. He will contact these individuals and put this back on next month's agenda.

- B. Squid Loading at NIT .....

46:07

Bretz said he had received an update that squid would not be unloaded at NIT this season. The letter has been appended to the Meeting Packet.

- C. Interim General Manager Appointment Process & General Manager Search.....

47:14

Lamerdin suggested SDAO be retained and recommended a meeting be planned for their presentation to the Port. The Commissioners discussed options and agreed to meet on Thursday, June 28<sup>th</sup>. There was also discussion about including information about SDAO training at the meeting.

VIII. STAFF REPORTS

- A. Accounting Supervisor.....

55:53

Harris introduced the Staff Report in the Meeting Packet, and said he expects expenses to be under budget for the 2017-2018 fiscal year. He noted a tentative schedule for providing audit documents to Grimstead & Associates. There was discussion about the best use of Todd Kimball of CFO Selections and a future Director of Finance.

B. Director of Operations ..... 1:05:27

Bretz introduced the Staff Report included in the Meeting Packet, and added a comment that current staff would be able to manage the next steps forward. There was discussion about the issues with the Mariner III.

C. General Manager..... 1:12:32

Bretz introduced the General Manager’s Report included in the Meeting that had been prepared by Doug Parsons. Bretz added that he had spoken with Bob Eder, and will work to schedule the next meeting with CFUG. Bretz also commented on using David Ulbricht of SDAO as a resource.

**IX. COMMISSIONER REPORTS**

Lackey provided information from the City Parking Study Committee meeting..... 1:15:25

Skamser shared some ideas regarding fishermen’s parking..... 1:17:47

Lamerdin said he had spoken with Grays Harbor Historical Society ..... 1:19:08

**X. CALENDAR/FUTURE CONSIDERATIONS**

- NOAA Eel Grass Monitoring Survey ..... 13 → 15 July 2018
- Independence Day, Port Office Closed ..... 4 July 2018
- Celebration Run ..... 4 July 2018
- Barrel to Keg Relay ..... 14 July 2018
- Regular Commission Meeting ..... 24 July 2018
- Regular Commission Meeting ..... 28 August 2018

There were no changes to the Calendar/Future Considerations..... 1:20:22

**XI. PUBLIC COMMENT**

Dietmar Goebel commented on the civil conduct of the Commission ..... 1:20:57


David Jincks commented on the Mariner III at the Port of Toledo ..... 1:21:42

**XII. ADJOURNMENT** ..... 1:22:27

Having no further business, the meeting adjourned at 7:33 pm.

ATTESTED:

  
Stewart Lamerdin, President

  
Walter Chuck, Secretary/Treasurer