

**PORT OF NEWPORT MINUTES**

July 24, 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 .....**

0:00

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.

**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 Karen Hewitt, Administrative Supervisor.

**Members of the Public and Media:** Teri Dresler; Wayde Dudley; Barb Dudley; Yale Fogarty, ILWU; Pat Ruddiman, ILWU; Jim Cline, Rogue; and Becca Bishop, Port Accounting Clerk.

**II. CHANGES TO THE AGENDA .....**

0:15

There were no changes to the Agenda.

**III. INTRODUCTION TO TERI DRESLER, INTERIM GENERAL MANAGER ....**

0:28

Lamerdin introduced Dresler, and said they are working through the process to move forward.

**IV. PUBLIC COMMENT**

There was no public comment at this time.

**V. ELECTION OF COMMISSION OFFICERS.....**

2:50

**A motion was made by Lackey and seconded by Burke to appoint as Board Officers Stewart Lamerdin as President, Sara Skamser as Vice-President, and Walter Chuck as Secretary/Treasurer. The motion passed 5 – 0,**

**VI. CONSENT CALENDAR.....**

5:39

**A. Minutes**

- 1. Special Commission Meeting ..... June 25, 2018
- 2. Regular Commission Meeting ..... June 26, 2018
- 3. Commission Work Session ..... June 28, 2018
- 4. Special Commission Meeting ..... July 17, 2018

**B. Financial Reports**

**C. 2018-2019 Workers' Compensation Renewal**

- D. Resolutions
  - 1. Resolution 2018-10 Naming a Registered Agent (ORS 98.340)
- E. Contracts
  - 1. CFO Selections LLC Statement of Work

The Commission reviewed the documents included in the Meeting Packet.

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

**VII. CORRESPONDENCE/PRESENTATIONS..... 6:15**

- A. South Beach Urban Renewal Plan Amendment
- B. California Seafoods, LLC

Bretz introduced the correspondence included in the Meeting Packet and advised that these were included for information only, no action was needed. He will further review the South Beach Urban Renewal Plan Amendment.

**VIII. OLD BUSINESS**

- A. Items Removed from Consent Calendar

There were no items removed from the Consent Calendar.

- B. Accounts Paid ..... 9:10

Harris introduced the report included in the Meeting Packet. There was discussion about the change in the payroll schedule. Harris will discuss this with Todd Kimball. There was also discussion about the legal fees and the Port’s security company.

- C. Oregon State Police Moorage Contract for the Guardian ..... 13:17

Bretz introduced the staff report, contract and attachments included in the Meeting Packet. There was discussion about the availability of space and OSP’s Oil Spill Prevention and Spill Response Plan.

**A motion was made by Lackey and seconded by Chuck to authorize the Director of Operations to sign the attached lease in the Meeting Packet with the State of Oregon to moor OSP Guardian in South Beach for the next 5 years. The motion passed 5 – 0.**

- D. OBEC Updated Scope of Work PD5 Pier Approach ..... 16:05

Bretz introduced the staff report and Scope of Work included in the Meeting Packet. There was discussion about the budget impacts. Bretz confirmed that when the scope of work was complete, the project would be “shovel ready.” There was additional discussion about seeking grant funding for the project construction, and whether the project as planned should move forward. There was additional discussion about the reserve funds in the current budget. The Commission asked to be updated as the project progresses.

**A motion was made by Chuck and seconded by Skamser to authorize the Director of Operations to contract with OBEC for final engineering of the Port Dock 5 Pier not to exceed \$139,500. The motion passed 5 – 0.**

E. General Manager Recruitment Process Overview ..... 41:45

Lamerdin relayed that SDAO recommended the Commission take some time to review what was needed for the position, and suggested focusing on hiring at the beginning of 2019. SDAO can provide guidance. There was discussion about scheduling a Work Session to further refine the process in September.

F. Proposed Budget Review Sub-Committee..... 47:20

Lamerdin suggested it would be valuable to have two Commissioners meet with Bretz, Harris, Todd Kimball, and Teri Dresler to look at the approved budget for prioritization and other areas of concern. There was discussion about the Commissioners role and how they would work with staff on this issue. Lamerdin asked that Bretz and Harris make a plan and contact Lackey and Chuck to schedule a meeting. Skamser asked to be sent a copy of the capital priorities; Bretz said staff would send the minutes from the Budget Meeting.

**IX. NEW BUSINESS**

A. Commission Liaison Assignments..... 59:30

Bretz referred to the list included in the Meeting Packet. Lamerdin suggested adding a liaison to City Council, and reviewing the list to see if it could be pared down. He asked Commissioners to send comments to Hewitt prior to the next meeting regarding the value of the affiliations. Bretz introduced the bill from Pacific Northwest Waterways Association (PNWA) for yearly membership, which was included as a Meeting Packet addendum.

**A motion was made by Chuck and seconded by Burke to pay the annual membership fee for PNWA in the amount of \$7,810. The motion passed 5 – 0.**

B. Review Contract for Interim General Manager ..... 1:06:02

Lamerdin referred to the draft contract included in the Meeting Packet, and said this was still in negotiation. He asked Commissioners to send any comments to Hewitt who could track changes, and then Lamerdin will work with George Dunkel at SDAO and Teri Dresler to finalize a contract.

**X. STAFF REPORTS**

A. Accounting Supervisor..... 1:07:50

Harris introduced the staff report included in the Meeting Packet. Bretz commented that he did not expect anyone would buy the Mariner III, but someone may be interested in the diesels; the Port does not want the boat back at the Marina.

B. Director of Operations..... 1:13:28

Bretz introduced the staff report included in the Meeting Packet. He added that he had spoken with Jason Busch from Dulse, who now have funding and plan to negotiate a lease with the Port. Bretz

said he has sent out a Request for Consultant Qualifications (RFCQ) for the Rogue seawall and has had some responses. Chuck advised that the Port should keep the 1200Z permit for the 9 acres property. Bretz will review this further.

C. Rate presentation and discussion on Sections 1, 2 , and 3 of Port of Newport Resolution 2018-17 Setting Rates, Fees, and Charges ..... 1:21:44

Bretz showed the PowerPoint presentation, included in the Meeting Packet. There was discussion about the value of the analysis to date and what might be further analyzed, including looking at comparable rates at other ports. No action was taken.

**XI. COMMERCIAL FISHING USERS GROUP COMMITTEE**..... 1:59:52

Draft Minutes for the Regular Meeting on July 13, 2018 were included in the Meeting Packet.

**XII. COMMISSIONER REPORTS** ..... 2:00:21

Lamerdin said he recently received lease termination paperwork for some of the Hall’s property; he will review this with Bretz. Skamser said it was a pleasure to have an Interim General Manager.

Bretz presented a list of Commercial Fishing Users Group (CFUG) Committee members for approval by the Commission:..... 2:03:30

Position #	Sector	Expiration	First	Last
1	Port Dock 7 Moorage	30-Jun-22	Clint	Funderburg
3	Commercial Fish Buyer	30-Jun-22	Mark	Newell
5	Midwater Trawler	30-Jun-22	Heather	Mann
7	Shrimper/Trawler	30-Jun-22	Gene	Law
9	Longliner	30-Jun-22	Bob	Eder
11	Distant Water Fleet	30-Jun-22	David	Jincks
Current Committee Member - Move to Alternate				
8	Tuna/Salmon	30-Jun-20	Bob	Aue
Current Alternate - Approve as Committee Member				
8	Tuna/Salmon	30-Jun-20	Jerry	Biddinger

**A motion was made by Chuck and seconded by Lackey to approve the CFUG Committee members as presented. The motion passed 5 – 0,**

Bretz introduced an email regarding the mural to be painted at Rogue asking for authorization to proceed. Per the Commission, Bretz will advise Rogue to proceed as accurate to the original drawing as possible. 2:05:05

**XIII. CALENDAR/FUTURE CONSIDERATIONS**

- A. Fridays Shop at the Dock, Oregon Sea Grant ..... 07/14 – 08/18
- B. Annual Coastal Economic Summit, Portland, Ore..... 08/23 – 08/24
- C. Regular Commission Meeting ..... 08/28
- D. Labor Day, Port Office Closed..... 09/03

Chuck said it is important to attend the Coastal Economic Summit; Bretz will put that on his calendar.

**XIV. PUBLIC COMMENT..... 2:07:17**

Yale Fogarty welcomed Dresler and offered comments on the budget, the 1200Z permit, and fees analysis.

**XV. ADJOURNMENT ..... 2:13:12**

Having no further business, the meeting adjourned at 8:14 pm.

ATTESTED:

\_\_\_\_\_  
Stewart Lamerdin, President

\_\_\_\_\_  
Walter Chuck, Secretary/Treasurer