

PORT OF NEWPORT COMMISSION SPECIAL MEETING AGENDA

Monday, July 31, 2017, 12:00 noon
South Beach Activities Room
2120 SE Marine Science Drive, Newport, OR 97365

- I. Call to Order
- II. EXECUTIVE SESSION PURSUANT TO ORS 192.660 (2) (A),(F) & (H):
TO CONSIDER THE EMPLOYMENT OF AN OFFICER, EMPLOYEE,
STAFF MEMBER OR AGENT; TO CONSIDER INFORMATION OR
RECORDS THAT ARE EXEMPT FROM DISCLOSURE BY LAW,
INCLUDING WRITTEN ADVICE FROM THE PORT'S ATTORNEY;
AND TO CONSULT WITH THE PORT'S ATTORNEY REGARDING
LEGAL RIGHTS AND DUTIES IN REGARD TO CURRENT LITIGATION
OR LITIGATION THAT IS MORE LIKELY THAN NOT TO BE FILED,
RESPECTIVELY.
- III. Re-enter Special Meeting
- IV. General Manager Pro Tem Job Description/Appointment
- V. Mildred C Maintenance Update
- VI. International Terminal Shipping Facility Permits
- VII. Public Comment
- VIII. Adjournment

Regular meetings are scheduled for the fourth Tuesday of every month at 6:00 p.m.

The Activities Room is accessible to people with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Newport Administration Office at 541-265-7758.

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STAFF REPORT

DATE: July 28, 2017
RE: MILDRED C
TO: Port of Newport Board of Commissioners
ISSUED BY: Aaron Bretz – Interim General Manager

BACKGROUND

In early July, MILDRED C was taken to the Toledo Boatyard by the Commercial Harbormaster for a much needed yard availability period. After finding the boat in serious need of repairs, he mistakenly allowed work that exceeded the micro-purchase threshold. The Port adheres to statewide procurement rules and has established the micro-purchase limit at \$500. The General Manager has authorization to commit funds up to \$5,000, and must get authorization from the Port Commission for any commitment above that threshold. We have addressed this mistake administratively.

SOLUTIONS

- The Port has issued a letter to the Port of Toledo prohibiting work outside the scope of the thresholds listed above.
- Future yard periods will be preceded by a Request for Quote (RFQ)
 - This is a significant change in approach to yard periods
- The Director of Operations shall directly oversee contract performance during all yard periods

There is further detail in the meeting minutes from the regular meeting on June 27th.

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OLD BUSINESS AGENDA ITEM

DATE: July 28, 2017
RE: MILDRED C Condition Report
TO: Port of Newport Board of Commissioners
ISSUED BY: Aaron Bretz – Interim General Manager

BACKGROUND

In order to better assess the risk of future large budget expenditures to maintain MILDRED C, I am providing the most detailed information possible on the vessel. Unfortunately, the Port has no maintenance records on the boat up to the current time. This makes a proper assessment of machinery difficult without conducting failure finding preventative maintenance tasks that require disassembly or destruction of existing machinery. I have not yet been able to get in touch with a marine surveyor since the last meeting on Tuesday.

PURPOSE, SCOPE AND DETAIL

Outstanding cost of maintenance is \$12,766 (updated to include estimated moorage through the end of the project)

- Re-install new rudder
- Paint the underbody of the hull
- Installation of new zincs to mitigate further corrosion

Projected Maintenance in the next year

- New Shaft Seal
- Potential cutlass bearing replacement
- Annual haulout and touchup of boot top (undercoating near the waterline)

Recent Maintenance

- Lube oil change on main engine approximately 50 hours ago
- Rebuilt lazarette
- New zincs

I would prefer to provide a more detailed report, but I was limited by time. I will continue the effort to get a marine surveyor to look at MILDRED C. I am confident that the estimated value of the boat will not clear the cost of this current maintenance expense. My overall goal here is twofold: maintain the capability to quickly respond to and remove broken pilings; cap the spending on MILDRED C and prepare to dispose of the vessel in the coming years.

RECOMMENDATION

I recommend a motion: TO APPROVE THE OUTSTANDING MAINTENANCE COST AND DIRECT STAFF TO PREPARE A MILDRED C EXPENSE CAP AND EXIT PLAN FOR NEXT REGULAR MEETING

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