

**PORT OF NEWPORT MINUTES**

March 26, 2019

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.....**

Part 1  
0:00

Commission President Stewart Lamerdin called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:05 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

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

**Management and Staff:** Teri Dresler, Interim General Manager; Aaron Bretz, Director of Operations; and Karen Hewitt, Administrative Supervisor.

**Members of the Public and Media:** Jay Yelas, C.A.S.T. for Kids Foundation; Jim Durkee, NOAA Facilities Manager; Pat Ruddiman, ILWU; Charles Collins, Collins Cove Sailing; Jim Cline, Rogue; Rex Capri, Lincoln County OSWA and Newport resident; Wayde Dudley, U-DA-MAN; Barb Dudley, U-DA-MAN; Tom & Stephanie Simpson, U-DA-MAN; Rod & Linda Miner, U-DA-MAN; Bob Eder, F/V Tommy Boy; Jim Shaw, South Beach resident; Becca Bishop, Accounting Clerk.

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

0:16

Lamerdin moved the Executive Session to after Old Business on the Agenda.

**III. PUBLIC COMMENT .....**

1:30

Rex Capri spoke as a representative of the Lincoln County chapter of the Oregon Small Woodlands Association (OSWA). He expressed concern about return on investment on the part of the woodland owners and in the International Terminal, and the lack of pursuit of shipping.

**IV. CONSENT CALENDAR.....**

3:45

A. Minutes

1. Regular Commission Meeting.....2/26/2019

B. Financial Reports

Lamerdin referred to page 13 of the packet and a reference to an NIT grant of \$86,250. Dresler will research. Lamerdin referred to page 21, PD5 Engineering, \$24K over budget.

There was discussion about the carryover from last year and other related projects, and how to address this in the current budget.

C. Contracts

1. ISCO Industries – NOAA Backer Pipes

Lamerdin commented on the chains to be purchased later that would be used for the backer pipes.

2. Summit Communications

Lamerdin asked about the detailed proposal referenced in the contract, and the process of selecting the contractor. Dresler provided information about the intended role and deliverables from Summit Communications as well as the staff review process of the proposals.

3. BergerABAM Amendment

Dresler said this would be further addressed in the General Manager report.

**A motion was made by Chuck and seconded by Lackey to accept the Consent Calendar as presented. The motion passed 4 – 0.**

V. **CORRESPONDENCE/PRESENTATIONS** ..... 25:35

A. Commercial Fishing Users Group Committee, Heather Mann, Chair  
Fishing Industry Recommendation on NIT use

Hewitt said Mann had advised she would not be able to attend this evening and could be ready for next month’s Commission meeting. Skamser commented there was discussion at the CFUG meeting about a rate proposal from Bretz. Lamerdin suggested adding this item to April’s Regular Meeting agenda.

B. C.A.S.T. For Kids Foundation – Jay Yelas ..... 27:40

Yelas introduced himself as the Executive Director of the C.A.S.T for Kids Foundation, and explained the purpose and activities of the national organization. He provided information about the fishing and crabbing event to be held at the Port of Newport South Beach Marina on July 27<sup>th</sup> and answered questions from the Commissioners. Yelas provided flyers regarding volunteers and participants which are included in an addendum to the Meeting Packet. The Commission suggested this information be posted by the Port on the Port website and Facebook as an event. Tom Simpson also spoke in support of the event.

C. <u>CJ Collins – Sailboat Tours</u> .....	37:54
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Charles Collins asked the Commission to consider whether they would allow his tours to take place before moving forward with the Special Use Permit application, and read a prepared statement which is included in a Meeting Packet addendum. He answered questions from the Commission regarding his plans. Lamerdin suggested he continue to work with Port staff and the Commission would deliberate further when the proposed permit was presented.

<b>VI. OLD BUSINESS</b> .....	54:09
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A. Accounts Paid

**A motion was made by Lackey and seconded by Skamser to approve the Accounts Paid. The motion passed 4 – 0.**

<b>VII. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(a) – TO CONSIDER THE EMPLOYMENT OF AN OFFICER, EMPLOYEE, STAFF MEMBER OR AGENT.</b> .....	56:20
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Skamser read an announcement to enter into Executive Session at 7:00 pm, and advised the open session would resume at approximately 7:30 pm. No decisions were made in Executive Session. Open session was reconvened at 7:43 pm.

<b>VIII. NEW BUSINESS</b> .....	Part 2 0:00
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A. <u>Community Ice – License Agreement</u> .....	0:13
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Dresler referred to the staff report and diagrams. There was discussion about the location of the subleased area, the location of the cathodic protection shed, and the future turn-back of property leased by the Port from Rondys Inc. Dresler advised staff was discussing the issue with Pete Gintner, attorney for the Port. There was discussion about details that were included and not yet included in the agreement; Dresler said the negotiation was ongoing. The Commission expressed concern about the timing of Community Ice building floats and the possible impact of using the International Terminal pier for delivering ice, and the possible impact if pier space wasn't available. Chuck commented about the value of ice to the fishing industry. Lamerdin asked to be kept informed of the negotiations.

**A motion was made by Chuck and seconded by Lackey to authorize the Interim General Manager to enter into a Special Use License Agreement with Community Ice, LLC, to conduct operations at the Rondys owned laydown storage property through June 25, 2019. The motion passed 4 – 0.**

B. <u>Paula Miranda, Port of Newport General Manager Employment Agreement</u> .....	47:00
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**A motion was made by Skamser and seconded by Lackey to accept the Employment Agreement between the Port of Newport and Paula Jaqueline Miranda with revisions:**

**Under Salary & Benefits item 5, the GM shall accrue PTO at the rate of 21.3 hours monthly for a full calendar month of service; add under Salary & Benefits, item 6, The GM shall receive the full-time benefit package other Port employees receive; and add a new section providing for the GM performance review referencing the Port Resolution regarding the GM Performance Review. The motion passed 3 – 0, with Lamerdin abstaining.**

Skamser commented on the hiring of the new General Manager, Paula Miranda.

**IX. STAFF REPORTS..... 49:20**

**A. Director of Operations..... 49:24**

**1. February Occupancy Report**

Bretz introduced the staff report included in the Meeting Packet. He added that the Chelsea Rose barge was almost complete and would be put into water by crane. Bretz said there would be additional discussion in the future regarding the use of heavy industrial vehicles at the Port. He suggested there would be another CFUG Committee Meeting scheduled in April to consider moorage rates. There was discussion about possible rate considerations. Lamerdin commented that electrical pedestals may need to be a priority for the upcoming fiscal year. There was some discussion about the disposal of stick water from squid operations. Lamerdin requested that summary reports from TCB be requested again. Bretz added that he would talk with CFUG about the issue of maintenance of boats in the water.

**B. General Manager ..... 1:10:37**

Dresler introduced the staff report included in the Meeting Packet. There was discussion about the Strategic Business Plan Update, the BergerABAM contract amendments, and clarification about who would be providing the additional information needed. Dresler said the Director of Finance and Business Operations position had been conditionally offered pending background checks. There was additional discussion about the filling vacancies on the Budget Committee.

**X. COMMISSIONER REPORTS/COMMENTS ..... 1:26:02**

Lackey said the City of Newport parking study was moving forward, and there would be another meeting. He said he attended the OCWCOG Committee on Transportation meeting where the intermodal transfer facility was discussed.

Chuck said he attended the OCWCOG Board meeting where the work plan and budget were reviewed, and small town succession planning was discussed.

Lamerdin said he attended the PNWA Mission to Washington with Dresler, and found it very productive with a lot of support for smaller ports; he thanked Rogue for their donation.

**XI. CALENDAR/FUTURE CONSIDERATIONS .....**

1:29:40

Commission Ethics Training	3/28/2019
Commission Board Practices Assessment	4/2/2019
Commission Budget Priorities Work Session	4/9/2019
Pacific Coast Congress Spring Conference, Newport OR	4/16 – 4/19/2019
2 <sup>nd</sup> Commission Budget Priorities Work Session (if needed)	4/16/2019
Newport Loyalty Days & Sea Fair Festival	5/3 – 5/5/2019
Budget Committee Meeting	5/14/2019
2 <sup>nd</sup> Budget Committee Meeting (if needed)	5/21/2019
Regular Commission Meeting	5/23/2019
Newport Marathon & Half Marathon	6/1/2019
Public Budget Hearing & Regular Commission Meeting	6/25/2019

There were no changes to the Calendar/Future Considerations.

Bretz provided information on the PCC conference. Chuck noted that comments on the Strategic Business Plan were due by April 1<sup>st</sup>. Hewitt reminded the Commission of the April 15<sup>th</sup> filing date for the Statement of Economic Interest.

**XII. PUBLIC COMMENT .....**

1:32:07

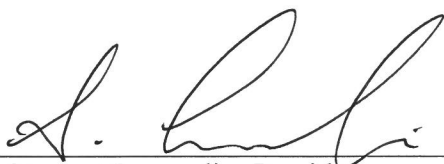
Rex Capri asked the Port to prioritize efforts to get new users at the International Terminal.

**XIII. ADJOURNMENT.....**

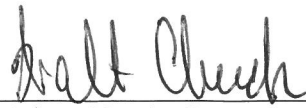
1:32:23

Having no further business, the meeting adjourned at 9:16 pm.

ATTESTED:



Stewart Lamerdin, President



Walter Chuck, Secretary/Treasurer