



PORT OF NEHALEM

**P. O. Box 476
Nehalem, OR 97131-0476**

PORT OF NEHALEM BOARD MEETING January 24th, 2018

CALL TO ORDER:

Vice President Rick Dart called the meeting to order at 6:30 p.m.

Roll Call – Commissioners present: Terry Fullan, Loren Remy, & Steve Huber.

Pledge of Allegiance.

Public Present: Jack & Sheila Weichal, Mark Tellhed, Jack Thayer, Ray Steele, Darrell Winegar, Dave Devault, & Richard Masteuik

Secretary: Karrie Purdom.

1. ADMINISTRATION:

- A.** Minutes for December 2017 – Approved 4-0
- B.** Financial Statement for December 2017 – Approved 4-0
- C.** Bills for December 2017 – Approved 4-0
- D.** Channel Crew:
 - 1. Gregory:**
 - 2. River/Property:** Joe gave his report of river and property activity. He asked the board to consider the purchase and installation of lights on the dock. He further shared he has cleaned out all the gutters and the downspouts are plugged at the ground and will need to find a remedy for them. Rick suggested that Joe and Terry make a list of tasks needing to be addressed on the property.

2. OLD BUSINESS:

- A. None**

3. NEW BUSINESS:

A. Rick suggested we postpone the election of commissioners' positions until the following month when hopefully Lindy will be able to be present. The board was in full agreement.

B. Rick asked Karrie to explain the process we need to follow when appointing a new budget committee. She explained a Budget Committee is made up of five Port Commissioners and an equal number of community members appointed for a two year term. The Budget Committee positions shall be posted publicly for a period of two weeks for the purpose of taking applications. The Board shall also appoint a Budget Officer which also must be posted for application, and who will not have a vote in the budget decisions. Karrie further explained that each Commissioners position in terms of the seat they hold (ie.) Pres., Vice Pres., Secretary, & Treasurer are only held for

1 year at a time. The Pres. & Vice Pres. are to oversee the operations of the personnel while the Secretary & Treasurer positions are to oversee the financial operations.

C. Discussion of the 2nd quarter financials was led by Rick. Loren inquired since we are half way through the FY are we in line with the budget at this point. Rick explained that the usual and typical monthly expenses run fairly consistent, however there are times in the year when expenditures are larger than other times due to need such as setting and pulling buoys.

D. Discussion was made regarding the tug boats condition and ability to carry out the tasks it is used for vs. purchasing a new boat. Loren raised the question if the Port plays a role in the transportation of people during a major disaster. Rick replied that in his opinion if we get hit with the big one, no matter what boat the Port had, it would likely be taken and pushed up on land somewhere. He continued the primary use of the tug is to place and pull buoys, maintain the river and pull snags.

E. Loren inquired who would be overseeing the invoices we will receive from the USGS. He asked who will be determining how much we will allow per invoice. It was decided by the board that as the invoices are received they will be presented at the next board meeting for approval prior to being paid. Rick explained, in reference to all other invoices or bills the Port receives it is up to the individual commissioner who signs the checks to be fully aware of the bill they are signing for.

F. Terry shared that at various times with employees it's difficult for employees to be directed by five different commissioners at a time. He feels we need to have a clearer picture of who oversees the Ports employees. This would help in avoiding multiple directions/instructions for them. Rick replied that he or Steve have the strongest knowledge of the river and its operations, where as he feels that Terry has the better knowledge of the property and construction to oversee that area and its needs.

GUEST SPEAKER: Mike Ehlen with Smiley Bros. expressed his gratitude for the Ports generous matching funds donation. He shared with the board and community members a sampling of the canned salmon they produce for the community in need. Mike shared some of the background of Smiley Bros as well as the growth and success of the program in our local community and food bank contributions. He shared the past and current costs of the process and the projections for the upcoming season.

4. MAIL OF INTEREST: Karrie requested permission to purchase a new copier, noting the old one is no longer operating properly. The board agreed to make a purchase. Karrie also asked for board permission to approve Steve Simpsons office to forward all pertinent material to the Ports new accountant Glen Kearns at Aquity so they can complete the 2015, 2016 financial reports. The board agreed to allow this transaction.

5. PUBLIC COMMENTS:

6. COMMISSIONER COMMENTS:

7. ADJOURN REGULAR SESSION: 7:42 pm

Attest _____

Approved _____

KP 2/21/18 (disk recorder)

