

# Port of Nehalem

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## Board Meeting Minutes

April 26, 2023, 6:30 p.m.

NCRD School House Room, Nehalem, OR

Call to order: 6:30pm

Pledge of Allegiance

### Commissioners:

Steve Huber – President

Janice Laviolette – Vice President

Dave DeVault - Secretary/Treasurer

Damian Laviolette

Darrell Winegar

**Staff:** Cammy Hickman

**Constituents:** Donna Morrow, Jack Thayer, Cliff Kemp, Doug Marshall, Mrs. O'Connor, Char von Ahlefeld, Margie Nielson

## 1. ADMINISTRATION

A. Accept Board Meeting Minutes for March.

B. Accept Financial Statement for March.

C. Accept Bills for March - Darrell **moved** and Dave seconded a motion to accept March Minutes, Financial Statement and bills. **Motion carried 5-0.**

D. Office Report – Cammy Hickman:

- Inquiry from Aryreann /ColPac: Would the Port like assistance to find a consultant to assist with dredge permitting? Janice recommended we do ask for assistance as there is still some time to submit grant applications. Janice will contact her.
- SDAO will be partnering with SAIF beginning July 1, 2023 to provide workers' compensation coverage for SDAO members. To receive coverage, the Port will need to join the SDAO Service Group. Jack inquired if there were other options. Following discussion, Cammy will contact Nehalem Bay Fire Dept. to learn about their workers compensation provider.
- Banking: Damian still needs to sign cards. Then funds can be transferred to the new account.
  - \$950 for LeeAnn Jordan (Security \$850, Pet \$100)
  - \$600 Obie des Jardens (Security).
- 2023 Q1 Reports have been submitted to DOR.
- 2023 Q1 IRS 941 Forms have been submitted to the IRS and payments transmitted.
- Payroll Services: Have established account with Surepayroll. April payroll will be processed through them plus all future Quarterly/Annual reports, and W-2's.
- Two people have put their name on a list for 'as needed' deckhands: Rick Frye, Jerry Massey

## 2. OLD BUSINESS

A. 2023 -2024 Budget Meeting: Resolution needs to be adopted but was set over to the May meeting due to clerical errors.

B. Cliff Kemp inquired when the river navigation buoys will be set.

**3. NEW BUSINESS:**

**A. Warehouse & House Rental Agreement Renewals:** Janice **moved** and Darrell seconded a motion to approve the 2023-2024 Rental Leases as drafted to reflect monthly rental increase. **Motion carried 5-0.** Cammy will schedule a time before the end of the month to meet with both LeeAnn and Obie for signatures.

**B. Tide Runners Request:** Char von Ahlefeld and Margie Nielson presented a request to add a second dragon boat to the dock moorage. Following discussion, Commissioners agreed to the request provided the Port/Tide Runners agreement be revised to include a second boat.

**C. Dale Stockton Memorial:** Janice discussed possibility of doing a bench and plaque in his honor. Further action tabled until the July meeting.

**4. PUBLIC COMMENTS:** Jack inquired about NCRD publishing meeting minutes. Janice is waiting for a response to her email inquiry.

**5. COMMISSIONERS' COMMENTS:** Damian briefed everyone on the most recent discussions pertaining to the NMFS Biological Opinion. A copy of the Opinion is on the Port of Nehalem website at: [NMFS Biological Opinion & FEMA's NFIP Implementation Plan – Port of Nehalem](#).

**6. ADJOURN:** 7:25 pm **Next Meeting will be May 24, 2023 6:30pm.**

**Submitted:**

Cammy Hickman, Office Manager