



# Port of Nehalem

## Board Meeting Minutes

November 15, 2023

NCRD School House Room

Nehalem, OR

### Commissioners:

Steve Huber – President  
Janice Laviolette – Vice President  
Dave DeVault - Secretary/Treasurer  
Damian Laviolette  
Darrell Winegar

**Staff:** Cammy Hickman

**Constituents:** Jack Thayer, Cliff Kemp, Ray Steele

**1. CALL TO ORDER:** The meeting was called to order at 6:30 pm.

### 2. ADMINISTRATION

- A. Accept Board Meeting Minutes for September & October.
- B. Accept Financial Statements for September & October.
- C. Accept Bills for September & October. Janice asked for clarification on \$760 expenditure to CS & S Computer Services. Expenses were \$600 for site visit, Initial Set-up, and Migration to Hosting Server; \$120 for Annual Hosting Fee @ \$10 month; \$40 for Go Daddy site transfer. Janice moved and Dave seconded a motion to accept Minutes, Financial Statements and Bills for September and October. Motion carried 5/0.
- D. Office Report – Cammy Hickman: October/November, 2023

- Surepayroll: There is a Q3 2023 Tax Adjustment from the Department of Revenue resulting from a change in tax rate increase in the amount of \$39.65
- Purchased ZOOM subscription. Annual \$149.90
- Tillamook County Tax Assessor Notice of 2023 Changed Property Ratio decreased from 0.647 to 0.512 for Commercial/Local Industrial properties.
- Accuity Audit/Review: emailed to all of you with notes.
- ODSL Lease Status: Update: Lease renewal process still pending. Dario Frisone.
- Oregon Short Term Fund rate increased to 5.00%
- Property Taxes paid on October 25, 2023 \$1,964.21 for both the warehouse and mobile home. Approximately a 1% increase over 22/23
- Mobile Home Insurance Policy renewed @ \$100.00
- Accuity Review Invoice paid. \$6,000.00
- New Office Lighting! \$725
- Renewed Boat Registration for the Skiff

E. Field Operations Report – Dave DeVault: Dick Ewan – Jiffy Construction graded and spread gravel in front of the pole building. Front section of the chain link fence has been removed permitting easier maneuverability for storing the Alumaweld. Kevin and Dave pulled the Alumaweld from the water. Kevin will clean/power wash the boat this week. All the buoys are out of the water. The missing buoy has been retrieved from Deans Point.

### 3. OLD BUSINESS

A. **NFIP BiOp Coalition Meeting Report** – Damian Laviolette: There was some concern how donations funds would be utilized. Funds at this point are used only to lobby; not for a potential law suit.

### 4. NEW BUSINESS:

A. The City of Nehalem’s Planning Commission has a meeting for a Conditional Use Application to establish a dock on the Nehalem River tomorrow night (11/16/2023).

B. **Property Casualty Renewal Update:** After review of the policy it was determined:

- The skiff value should be increased to \$15,000.
- The Alumaweld value should be increased to \$150,000. Cammy will confirm coverage includes boats, motors and trailers.
- Cyber Security coverage: Following discussion, Cammy will obtain estimate on basic coverage premium.
- Crime Policy Coverage: Number of Employees corrected to ‘3’. Cammy will inquire cost for additional coverage up to \$200,000.

### 5. PUBLIC COMMENTS:

- Jack Thayer: Jack inquired about classification of house/apartment. Cammy referenced it as a mobile home. It is actually a stick-built home. Cammy will clarify.
- Cliff Kemp: Getting ready for the first time to place a boom log from Nielson’s dock to the city dock. Wheeler has secured a grant from the OSMB to repair the gangway. Gangway will be out for about 2 months. A \$150,000 grant to repair restroom has also been secured. Still involved and responding to LUBA request regarding prospective development north of Wheeler. Cliff recommended the Port review the recent decision from the Oregon Supreme Court in Fields v City of Newport.

6. **COMMISSIONERS’ COMMENTS:** Janice will not be attending the December meeting.

7. **ADJOURN:** Meeting adjourned at 7:22 pm **Next Meeting will be December 20, 2023 at 6:30pm.**

**Submitted:**

Cammy Hickman, Office Manager