



Port of Nehalem

Board Meeting Minutes

April 24, 2024

NCRD School House Room
Nehalem, OR

Commissioners:

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

Staff: Cammy Hickman

Constituents: Donna Morrow, Jack Thayer

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

2. ADMINISTRATION

A-C: Dave moved and Darrell seconded a motion to accept Minutes, Financial Statements and Bills for February. Motion carried 4/0.

D. Office Report – Cammy Hickman: April, 2024.

- 2024 Lease Agreements have been mailed to LeeAnn and Obie with signed documents to be returned by May 1. We missed the notification window for imposing a rent increase. Consequently the monthly amounts of \$1,082.50 for the house and \$1,274.52 for the warehouse remain. LeeAnn has signed and returned her lease.
- SDIS On-Site Structural Appraisal: The Port has been selected for an on-site appraisal of structures is set for April 23, 2024 at 10:00am.
- IRS Reimbursements: To date IRS 941 payments amounting to \$3,683.67 have been made for 5 of the 11 quarters. We have received \$2,329.96 in overpayment refunds. 4 Quarters remain pending at the IRS.
- I need to change my work schedule for the week of April 29 to Monday, Tuesday, and Wednesday. I have a family event in Sun River May 2-5.

E. Field Operations Report – Dave DeVault.

- Buoys are ready to be put out next week.
- Kevin is going out most days for Cormorant Hazing.
- The gangway needs to be painted. We will purchase an airless sprayer for the job.
- ODSL Waterway Lease Renewal is completed. The City of Nehalem approved the application and signed off. Boom logs will be realigned later this year.
- SDIS site visit was conducted on the 23rd. It was completed in 20 minutes.

3. OLD BUSINESS

A. Scholarships – Damian reported scholarship monies can be held by either the school and managed by the registrar or to the District Office. His opinion of the best option is to have the District hold and manage the money. Our criteria should be completed and to the schools by November. The application should require two letters of recommendation and one essay from the applicants. In person interviews will be conducted with three Commissioners. Darrell moved and Dave seconded a motion to provide two scholarships in the amount of \$2,500 each. Motion carried 4/0. One would be a college scholarship and the other for a trade school. Damian will draft the criteria.

B. BiOp Contribution – Damian will follow-up.

4. NEW BUSINESS:

A. None

5. PUBLIC COMMENTS: - none

6. COMMISSIONERS' COMMENTS: -none

7. ADJOURN: Meeting adjourned at 7:183 pm. **Next Meeting will be May 22, 2024 at 6:30pm.**

Submitted:

Cammy Hickman, Office Manager