



Port of Nehalem

Board Meeting Minutes

July 24, 2024

NCRD School House Room

Nehalem, OR

Commissioners:

Steve Huber – President

Janice Laviolette – Vice President

Dave DeVault - Secretary/Treasurer

Damian Laviolette - Absent

Darrell Winegar

Staff: Cammy Hickman

Constituents: Ray Steele, Jack Thayer, Margie Neilson, Char von Ahlefeld

1. CALL TO ORDER: The meeting was called to order at 6:27 pm.

2. ADMINISTRATION

A-C: Ray requested clarification on the LGIP transfer reflected in the June P&L report. Darrell moved and Dave seconded a motion to accept Minutes, Financial Statements and Bills for June. Motion carried 4/0.

D. Office Report – Cammy Hickman:

- Website preliminary design completed/approved. CivicPlus invoice paid in the amount of \$4,800.96 which is design, server configuration, data migration and annual subscription.
- Wasabi Paddling Club 2024 – 2025 agreement renewed. Donation of \$290 for this season received.
- LB 50 and FY 2024-2025 Budget Resolutions sent to Tillamook County Assessment & Taxation Department.
- Intuit QB software updated to 2024 version. I must be added as Primary Contact in order to make any changes to our Intuit account [replacing Karrie Purdom]. One of the requirements is to submit a copy of meeting minutes with this authorization on the agenda and reflected in the meeting minutes. I've placed it on the July agenda.
- SDIS is announcing 2024-2025 Safety and Security matching grants up to \$2,500. Among other eligible projects, would the Port be interested in Fencing, Lighting or Cameras? Applicants who have never received a grant will be given priority. Applications due by November 20, 2024

- Dale Stockton tribute sign presentation will be July 26, 4pm at the City Dock. All Commissioners/Staff are invited.
- TLC Savings Account – The Port has a savings account at TLC with a \$5 balance. Following discussion it was determined Steve will close the account.

E. Field Operations Report – Dave DeVault.

- There has been no on-the-water activity.
- Kevin has been re-staining the boat dock walkway and deck in front of the office.
- LeeAnn is working with both her auto and renters insurance companies to repair the house garage door.
- The second fuel invoice for the ODFW Cormorant Hazing has been sent. Reimbursement should be received by the end of the month. Payment should be reimbursement received. A second invoice for fuel is still pending.

3. OLD BUSINESS

A. Scholarships Proposal: Tabled to August meeting.

4. NEW BUSINESS:

A. Tide Runners: Margie Neilson and Char von Ahlefeld briefed Commissioners on the formation of their new paddle club, Pacific Northwest Coast Paddle Club, ending their affiliation with Wasabi Paddle Club at the end of the year. Additional discussions regarding a partnership with NCRD are expected to become final next month. The Commissioner voiced concerns about additional people activity/traffic on Port property and ensuring adequate liability insurance coverage.

B. Designation of Primary Intuit Contact: Darrel moved and Janice seconded a motion to designate Camile Hickman, Office Manager as the Port’s Intuit Primary Contact. Motion carried 4/0. *(See Item D)*

5. PUBLIC COMMENTS: Jack expressed concerns about increased use of the property in relation to potential liability exposure.

6. COMMISSIONERS’ COMMENTS: -Janice noted FEMA’s requirement for updated flood plain development ordinances by the end of the year.

7. ADJOURN: Meeting adjourned at 6:57 pm.

Next Meeting will be August 28, 2024 at 6:30pm.

Submitted:

Cammy Hickman, Office Manager