

July 20, 2023 Minutes
Port of Alsea Regular Board of Commissioners Meeting
365 Port Street, Waldport OR 97394

I. CALL TO ORDER

Board President Rob Bishop called the meeting to order at 2:00 p.m.

Commissioners Present: Board President Rob Bishop, Vice-President Buster Pankey, Secretary / Treasurer Jan Power, and Commissioner Joe Rohleder. Commissioner Chuck Pavlik was absent.

Management and Staff: Roxie Cuellar, Port Manager

Members of Public and Media: No members of the public or media attended the meeting.

II. SWEARING-IN OF OFFICERS

Vice-President Buster Pankey swore in newly elected incumbent officers Rob Bishop and Jan Power.

III. APPROVAL CONSENT CALENDER

Power moved to approve the Consent Calendar of June 15, 2023 Regular Meeting minutes, and the June, 2023 financials. Rohleder seconded the motion. The motion passed 4-0. Cuellar told the board that she would need to transfer \$20,000 from the Dock of the Bay LGIP account to the Port's general fund to pay payroll and the credit card expenses. The board approved that and set the October meeting to look at establishing an amount that would be dedicated each year from the DOB funds for future dredging.

VI. MANAGER'S REPORT

Cuellar told the board the Port had a possible problem with drug distribution in our public bathrooms. Cuellar and Hensen met with Deputy Honse to discuss the problem. Almost all of the rental boats have been sanded and repainted and are now available for renting. The Port purchased a new motor for the chase boat and the chase boat has been repainted as well. Erich Knudson has wired 20 new cameras and installed them throughout the Port facilities. About half are on the docks and the other half cover the other facilities. Cuellar told the board that the Job Corps would begin clearing brush on the Port's beach properties on July 27. The Port received photos of the Purple Martins using the new nesting tubes on the piling off the crabbing dock. It appears they are attracted to the new nesting opportunities. Cuellar told the board that the Port is getting more requests for the crab measures. Cuellar also told the board that she had purchased five jars of Smelly Jelly for Crab at Cabelas in Springfield. Each jar is four ounces and cost \$9.99. The jars will be broken down and sold in one ounce containers for \$5.00 each.

V. PUBLIC COMMENT

There were no public comments.

VI. OLD BUSINESS

A. Troy Smith's Food Cart

Cuellar informed the commissioners that Troy Smith had passed away. She had spoken with Troy's father twice and he had assured Cuellar that neither he nor Troy's daughter, who lived in Utah, wanted the food cart. Troy's friend, Robert Reed, told Cuellar that he was going to contact an attorney to be named the executor. Cuellar told him that he needed to give her the name of the attorney by the end of the month or the Port would remove the food cart from Port property.

B. Security Cameras / Lights

Erich Knudson, Central Coast Fire and Rescue, installed the Port's 20 new cameras through out the Port facilities. Pankey volunteered to take possession of the cell phone that would send alerts if there were issues at the docks or other Port facilities that were picked up by the cameras.

VI. NEW BUSINESS

A. Broadway Shop

Cuellar, Bishop, Pankey, and Dock of the Bay manager Robby Hensen met with the Lincoln County Building official John Rodriguez to discuss what would need to be done to move the welding machine and the crab measure machine from the shop rented by the Port off Mill Street to the Port's shop on Broadway. The transition described by Rodriguez promised to be easier to do than Port commissioners and staff had anticipated. Most of the work was concerned with containing the welding operations in a corner of the shop by installing drywall or sheetrock on the walls and changing some of the wiring to reduce the chances of fires.

B. Brush Clearance

The students of the Job Corps had begun the process of clearing the brush on the Port's beach property east of the bridge. They had to pull off in early July and would be back to finish the work in early August.

C. Bank Accounts (No Interest)

Cuellar told the commissioners that the bank accounts at 1st Interstate Bank did not pay any interest. For that reason, the Port should plan on keeping as much money as possible in the LGIP accounts that were paying 4.30% interest.

D. Port Manager's Vacation Time

Cuellar told the board that when she began work as the Port Manager on April 1, 2015, she was given three weeks of paid vacation to compensate for the fact that she was only making \$24,000 a year in salary. Cuellar said that she was obviously making more than \$24,000 now, but had to go back to full time again after Sean Frazier resigned. She asked the commissioners if she could have an additional week of vacation and they agreed to that.

VI. COMMISSIONERS' COMMENTS

Power and Rohleder proposed that the Board send a card to Sue Groshong, a former Port commissioner, who is in hospice care in the Seattle area. Cuellar said she would get a card for everyone to sign. Bishop said the Job Corps was scheduled to start clearing brush again on August 2. He also recommended that the Port get the repairs done on the debris boom and the boarding float.

X. MEETING WAS ADJOURNED AT 3:40 p.m.

ATTESTED TO:

Rob Bishop, President

Jan Power, Secretary/ Treasurer