

**February 17, 2022 Minutes**  
**Port of Alsea Regular Board of Commissioners Meeting**  
**365 Port Street, Waldport, OR 97394**

**I. CALL TO ORDER**

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

**Commissioners Present:** President Bishop, Vice-President Buster Pankey, Secretary / Treasurer Jan Power, Joe Rohleder, and Chuck Pavlik were present.

**Management and Staff:** Roxie Cuellar, Port Manager

**Members of the Public and Media:** No members of the public or media were present.

**II. APPROVAL OF THE CONSENT CALENDAR**

Power moved to approve the consent calendar of the January 20, 2022 Regular Meeting Minutes, and the January, 2022 Financials. Rohleder seconded the motion. The motion passed 5-0.

**III. MANAGER'S REPORT**

**IV. PUBLIC COMMENT PERIOD**

No members of the public or the media attended the meeting.

**V. OLD BUSINESS**

**A. Crab Measure Sales**

Cuellar told the board that she planned to make a trip south to deliver crab measures to the Winchester Bay Market in Winchester Bay and to the Port O' Call in Bandon.

**B. Broadband Grant / Installation**

Pioneer Cooperative has begun the installation of broadband to the Port.

**C. Moorage Software**

Cuellar told the commissioners that she had purchased the use of the moorage software and should have time to practice with it before she begins taking moorage reservations April 1, 2022.

#### **D. Seasonal Employee**

Cuellar informed the commissioners that she would be looking to hire a seasonal employee for the busy season. She suggested if they knew of anyone that may be interested to let him or her know that the position will be posted in the next month.

### **VI. NEW BUSINESS**

#### **A. Museum Parking**

Cuellar reported that she had spoken with Dann Cutter, Waldport City Manager, about leasing the parking spaces at the former museum location. He said that he would take it to the city council at its next meeting. Commission Power said she had just read that the Green Bike Coop was losing its lease and was going to rent the museum building from the city. Cuellar said she would check with Cutter about it.

#### **B. Kayak Race**

Cuellar said a man, David Liebenstein, had come to the office because he wanted to hold a one-time kayak / canoe / paddle board races. He said he wanted to hold it either Saturday, July 30, 2022 or August 13, 2022 because of the tides. He told her the Shrimp Daddy would be getting a share of the proceeds. Cuellar asked him how many people he would expect to attend. She told him her concern was that it would conflict with other people's use of the kayak launch at a very busy time of year. She told him that she would need to sit down with him and Mike Gatén, Shrimp Daddy, to discuss the specifics before the Port would sign off on it. She later spoke with Liebenstein and again inquired how many people he would expect to attend. He told probably 50 for each of the three categories. She told him that she did not think the Port could handle that many without a substantial disruption to others using the Port facilities as well as creating parking issues and suggested the Port could require a cap on the number of people attending.

Cuellar told the board that the Port did not have a policy for special events and that she needed some direction from the board on how it wanted her to approach this. She was told to make sure there is insurance and to also require that the Port be included in receipt of some of the proceeds. Cuellar told the commissioners she would work to get better information before she agreed to anything.

#### **C. Rental Boat Preparation**

With eight (8) rental boats to get ready for the new season, Cuellar told the board she had talked with Robby about making a schedule to get the boats ready on time.

#### **D. Daily Launch Fee**

Cuellar referred to an email for Janine Belleque, Oregon State Marine Board, that signaled a willingness on the part of the OSMB to accept an increase in the daily launch fee of \$7.00, which had been in effect for at least seven years. Belleque had sent a chart showing that at least two of the northern ports were now charging \$10. The Port of Newport had raised its daily launch fee to \$9.00, effective July 1, 2022 and also charged \$4.00 to park any vehicle not paying the launch fee. Cuellar reminded the board that any local resident could buy an annual launch for \$60.00 and out-of-district residents could purchase an annual launch for \$75.00. Cuellar said it was unlikely that OSMB would give a green light to an increase again for a few years and she recommended that the commissioners raise the daily launch fee to \$10.00. The board agreed and Cuellar said she would have a resolution prepared for the board to vote on at the March board meeting.

#### **VII. COMMISSIONERS' COMMENTS**

Rohleder told the commissioners that Larry Warren, OSMB commissioner, asked him for names of people who would be willing to serve on the OSMB commission because there is a vacancy to fill. Pavlik said he was serving on the Oregon Hatchery Research Center, representing coastal ports. Pankey said he did not have the time because he was already serving on two boards locally. Bishop said he would think about it but was planning on reducing his time on boards and committees. Pankey said he was working on getting the east parking lot potholes fixed and new gravel put down. Pavlik said the Oregon Hatchery Research Center had elected a new chair from Coos Bay.

#### **VIII. THE MEETING WAS ADJOURNED AT 4:00.**

ATTESTED TO:

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Rob Bishop, President

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Jan Power, Secretary / Treasurer