

April 21, 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, Chuck Pavlik, and Joe Rohleder 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 March 17, 2022 Regular Meeting Minutes, and the March, 2022 Financials. Rohleder seconded the motion. The motion passed 5-0.

III. MANAGER'S REPORT

Cuellar informed the board that she had hired Sean Frazier for the seasonal maintenance position and Jennifer Crews to fill the two-day position in the Dock of the Bay that Nick Rust had last year. Frazier had worked for years at state and national parks, mostly in Idaho and Western Washington. Crews has been cleaning the office and the Dock of the Bay for two hours each week. Cuellar reminded the commissioners that the Budget Committee Meeting is April 28, 2022, at the Port office, at 5:30 pm. She also told the commissioners that she would be ordering a few more signs for the marina from Newport Signs. The moorage reservation software software is working well. The Port began taking reservations on Friday, April 1, 2022. Cuellar also told the board that the Port was continuing to contact businesses that could be interested in purchasing bulk crab measures. She also told the board that she had been contacted by Todd and Karen Moyer, who were planning to purchase a house on Broadway up the block from the Port and wanted to talk with the Port about leasing parking to meet the city parking requirements.

IV. PUBLIC COMMENT PERIOD

No members of the public or the media provided comments.

V. OLD BUSINESS

A. Proposed Ordinances

The board went through the Ports of Bandon, Gold Beach, and Salmon Harbor ordinances that pertain to the use of the physical facilities, especially the boat launch and marina facilities. The

board also went over the list of possible ordinance topics that commissions or the port manager had proposed. The board indicated which ordinances they would want to adopt, either verbatim from another Port, or with changes making them more relevant to the Port of Alsea. They also covered the list of possible ordinances that had been compiled. Cuellar told the board she would begin to type them up into a ordinance format for the Port of Alsea and then send them to the Port's attorney, Adam Springer, so they would be ready as soon as possible for a first reading.

Cuellar and Bishop discussed the possibility of providing water and power to the proposed fire district slip in the near future.

VI. NEW BUSINESS

A. Budget Committee Appointments

Power made a motion to reappoint Dorothy Revel and Kevin Battles to the Budget Committee. Rohleder seconded the motion. The motion passed 5-0.

B. Robby's Annual Payment

Cuellar provided the board with copies of the promissory note that the Port had given to Robby Hensen for the purchase of his half of the Dock of the Bay. The promissory note prepared by the Port's attorney did not take into account the \$5,000 paid to Hensen at the closing of the purchase / sale. The promissory note said that the total payments should be paid in full five years after the date of the note. The promissory note also said there would be no penalty for prepayment of the note. Cuellar provided the commissioners with the amount of the annual payment if the remaining \$27,286.20, paid at a 3% annual rate, was amortized over four years or five years. Over five years, the annual payment would be \$5,958.07 and the total interest paid over five years would be \$2,504.15. If paid over four years, the annual payment would be \$7340.73 and the total interest paid would be \$2,076.70. Cuellar was asked if the options had been discussed with Hensen. Cuellar said she had discussed them with him and he was satisfied with which ever the board chose. The Board chose to pay \$7,340.73 this year to Hensen when the payment is due on May 1, 2022.

VII. COMMISSIONERS COMMENTS

There were no commissioner comments.

VIII. THE MEETING WAS ADJOURNED AT 4:35.

ATTESTED TO:

Rob Bishop, President

Jan Power, Secretary / Treasurer