

MINUTES
PORT OF SIUSLAW COMMISSION
MEETING
Wednesday, June 21, 2006

President Scott called the Regular Meeting of the Port of Siuslaw Board of Commissioners to order at 7:00 p.m. in the Port office conference room located at 1499 Bay Street, Florence, Lane County, Oregon.

ATTENDANCE: Commission: Commissioner John Scott (Scott), Commissioner Joshua Greene (Greene), Commissioner Lynnette Wikstrom (Wikstrom), Commissioner John Buchanan (Buchanan). Staff: Port Manager Tom Kartrude (Kartrude), Recording Secretary Teresa Weaver (Weaver).

MINUTES: **On the Motion made by Scott, seconded by Greene, the Board unanimously approved the Minutes of the meeting held on May 10, 2006. On the Motion made by Wikstrom, seconded by Greene, the Board unanimously approved the Minutes of the meeting held on May 17, 2006.**

REMARKS: Wes Justa asked if the Port was lowering fees for commercial fishermen to help them out. Staff stated that the Port's commercial moorage rates were already the lowest on the coast.

FINANCIAL REVIEW & PAYMENT OF BILLS: Kartrude reported that the Port's financial cash position is right on track. Large FY-05/06 projects were delayed, but will need to be scheduled for startup within the next few months. Property tax collections have exceeded budget projections by several thousand dollars. **MOTION: On the Motion made by Wikstrom, seconded by Greene, the Board unanimously approved payment of bills as presented in the amount of \$32,575.84.**

OLD BUSINESS: 2006 Needs & Issues Inventory. Kartrude requested the Board allow him to work with Wikstrom to pull together and finalize the project list. The Board was agreeable to this.

Resolution No. 6-21-06B, A Resolution Amending Personnel Policy. **MOTION: On the Motion made by Scott, seconded by Greene, the Board voted unanimously to adopt Resolution No. 6-21-06B, amending the personnel manual with regard to vacation benefits.** Said resolution is attached and made a part of these Minutes.

Big Red Bus Lease. Kartrude reviewed the basic terms and conditions of the short-term lease of the area shown on the Boardwalk plans as an "RV/Concession site". He stated Richard Kuert, owner, Big Red Bus, was comfortable with the draft agreement. The short-term lease doesn't require either party to make major improvements and is a bare-land, as-is lease. **MOTION: On the Motion made by Scott, seconded by Buchanan, the Board unanimously authorized the Port Manager to execute the lease agreement between the Port of Siuslaw and Richard Kuert subject to review and approval by the Port Attorney.**

NEW BUSINESS: 457 Plan Retirement Contribution. **MOTION: On the Motion made by Buchanan, seconded by Greene, the Board voted unanimously to contribute the full budgeted amount of \$8,200 to the Port's 457 Deferred Compensation Plan.**

Waiver of Concessionaire Fee. **MOTION: On the Motion made by Buchanan, seconded by Wikstrom, the Board voted unanimously to waive the concessionaire fees for the Florence Lions Club for the 4th of July festival.**

Urban Renewal Agency of Florence, Oregon. **MOTION: Buchanan made a Motion, seconded by Wikstrom, to appoint Greene as the Port's nomination to serve on the Urban Renewal Agency.** Discussion: Scott asked how long the term on the agency would be. Kartrude advised that term lengths have not been decided, adding that this is just a nomination and that it is not certain the Board's nominee would get appointed to the agency. **On Call for the Question, Motion carried unanimously.**

Appointment of Commissioner. Scott stated that the Port had four very qualified people apply to fill the vacancy on the Board. The appointment would be until June 30, 2007, and that anyone wanting to serve longer would have to run for election in the Spring of 2007. Buchanan stated he has labored over this and thought that Dave Davis and Frank Casazza were the top two choices and he was willing to

resign his position on the Board so that both of them could be appointed. Staff stated that if Buchanan were to resign from the Commission, then there would be four positions up for election in 2007. Wikstrom offered to resign instead. The Board agreed to hold this agenda item over as an action item to the next meeting.

Joint Contract Review Board and Port of Siuslaw Board of Commissioners Public Hearing on Public Contract Rules Update. Kartrude explained the primary changes to the public contracting rules are: 1) The prevailing wage rate applies to contracts greater than \$50,000 (raised from \$25,000), 2) If federal funds are used on a project, new legislation requires contractors to pay the higher of the state or federal prevailing wage rates, 3) Every contractor and subcontractor working on a public improvement project must now have a public works bond for \$30,000 filed with the Construction Contractors Board (CCB) before starting work, and 4) A Written Responsibility Determination Form must now be filed with the CCB within 30 days after contract award. Scott opened the hearing at 7:35 p.m. and asked if there was anyone present wishing to speak on the proposed rule amendments. Hearing none, Scott closed the hearing at 7:36 p.m. **MOTION: On the Motion made by Buchanan, seconded by Wikstrom, the Board unanimously voted to adopt Resolution No. 6-21-06C, A Joint Resolution of the Board of Commissioners and Local Public Contract Review Board Amending Public Contracting Rules in Conformance with 2005 Legislative Amendments to the Oregon Public Contracting Code for the Port of Siuslaw.** Said resolution is attached and made a part of these Minutes.

Other Items by Commission. Wikstrom stated that Bret Feingold has asked if the carnival can be put on the Port's Nopal Street parking lot for one more time, i.e. next year is the Rhododendron Festival 100th year. Kartrude stated it is a pretty safe bet that the property will be available. The Board was agreeable to it, so Kartrude will send a letter to that effect to the Chamber. Greene stated he wanted to discuss using the boardwalk grass area for weekend events. Kartrude stated he would get Greene a copy of the concessionaire policy to mark up.

REPORTS: President. Scott congratulated staff on acquiring the grant for the transient dock project. Kartrude stated that the Oregon State Marine Board actually submitted the application on the Port's behalf and that the OMB staff deserved the credit. Manager. Kartrude reported that the Corps Dredge YAQUINA was in the river last week for annual maintenance dredging. There was not much material for them to remove in the entrance channel so more work was performed upriver in the main channel. Representatives from the Corps will be conducting annual visits and will be in the port office on June 22nd. The Port office will be closed on the 4th of July holiday. Scott asked Kartrude if there had been any response to his letter to fish buyers on using the Port wharf. Kartrude reported he has had conversations with a few, but no one has committed to doing any buying here. Kartrude added that even though the Siuslaw south jetty is the southern boundary for fishing for salmon this year, boats can land and sell their catch in their home ports even though they can't fish south of here.

ADJOURNMENT: There being no further business to come before the Board, President Scott adjourned the meeting at 7:55 p.m.

President

Secretary