

MINUTES

PORT OF SIUSLAW COMMISSION MEETING
Wednesday, 15 June 2016, 7:00pm
Port Office, 100 Harbor Street, Florence OR 97439

Commissioners Attending: Ron Caputo, Terry Duman, Nancy Rickard, Mike Buckwald; David Huntington

Staff Attending: Steven Leskin, Manager; Dina McClure, Administrative Assistant

1. **Commission President Caputo called the meeting to order at 7:00pm**
2. **Public Comments:** Ralph Saulsgiver presented facts regarding the ice machine. Saulsgiver said a non-profit group attempted to finance the refurbish of the ice machine through donations and fish fry's. The group encountered problems and had to borrow money for repairs. The group asked the port to purchase the ice machine and the port declined. The group then sold the ice machine, paid off the loan, and donated the remaining money to STEP.
3. **Approval of the Minutes by Consent:** (7:05:55) There were no comments from the board regarding the Minutes.
4. **Financial Statements by Consent:** (7:06:20) McClure said bills paid in May were \$76,603.06. There were no questions from the board regarding the financial reports.
5. **Resolution 6-15-16A Create a Capital Maintenance Fund:** (7:11:14) Manager Leskin said staff was working on a Capital Asset Report to establish a rational method to budget for the repair and replacement of the Port's assets. Leskin proposed the Capital Maintenance Fund be separate from the General Fund. Commissioner Buckwald was in favor of an annual transfer of funds to the Capital Maintenance Fund, but was not in favor of being restricted to the amount of \$15K. Discussion. **On the Motion, made by Commissioner Buckwald, and seconded by Commissioner Rickard, the board voted unanimously to adopt Resolution 6-15-16A, on the condition that reference to the annual transfer of \$15K is removed.**
6. **Commission President Caputo opened the Public Hearing for the FY2016-17 Budget.** (7:23:30) Harlen Springer complimented Manager Leskin on the WindFest events and inquired about event revenue and expenses. Leskin said there would be some expenses to get the events started and hopes to contract a sponsor for next year. Springer asked if there was money budgeted for board members to lobby for Siuslaw River jetty repair. Commissioner Rickard said board members met with COE representatives and were told Siuslaw is low on the list of priorities due to low river traffic. **Commission President Caputo closed the Public Hearing.**

- 7. Resolution 6-15-16B Adopting FY2016-17 Budget, Making Appropriations and Levying Taxes (7:31:50)** On the Motion, made by Commissioner Rickard, and seconded by Commissioner Buckwald, the board voted unanimously to adopt Resolution 6-15-16B.
- 8. Resolution 6-15-16C Distribution of Literature and Public Gatherings on Port Property (7:32:30)** Manager Leskin withdrew the resolution.
- 9. Resolution 6-15-16D Revising Personnel Policies (7:33:00)** McClure shared the list of proposed Personnel Policy revisions with the board. One of the proposed policies was being able to donate sick time to another employee at the receiver's rate of pay, with supervisor approval. Commissioner Duman said the rate of pay should be at the donator's rate, not the receiver's rate. There was discussion about the rate of pay and if the immediate supervisor or the Port Manager should approve sick time off and the donation of sick time. **On the Motion, made by Commissioner Rickard, and seconded by Commissioner Huntington, the board adopted the revised personnel policies in Resolution 6-15-16D as written, by a vote of four in favor. Commissioner Duman voted against adopting the Resolution.**

10. Commissioner and Manager Reports (7:51:32)

Manager Leskin reported:

- Contracted a commercial realtor from Eugene to market the Pacific View Industrial Park property.
- Working on a feasibility study for the ice machine per board request. Port of Umpqua will have a commercial ice machine operational in August.
- Working with Chamber on 4th of July regarding volunteers, parking, and signage.
- Attends monthly meetings in Portland to re-write ORS 777.
- FEMA on site today to discuss C-Row erosion documentation.
- Received email from FEC regarding the purchasing our Dancing Sea Lion prior to auction.

Commissioner Rickard reported:

- Attended Siuslaw Watershed Council and SDAO Board Practices Assessment in May.
- Attended City Council and Lane Area Council on Transportation meetings in June.
- Has attended two WindFest concerts on the boardwalk.

Commissioner Caputo reported:

- Attended a Florence Urban Renewal Agency meeting in May.

11. Port News from around Oregon (8:00:00) Manager Leskin shared an email from Pacific NW Waterways Association regarding the current state of politics regarding WRDA, the Water Resources Act for federal dredging of small ports.

12. Commission President Caputo adjourned the meeting at 8:00pm to enter into Executive Session per ORS 192.660(2)(e).

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1. **Commission President Caputo re-opened the regular meeting at 8:22pm.**
 2. **On the Motion, made by Commissioner Buckwald, and seconded by Commissioner Rickard, the board voted unanimously to direct Manager Leskin to start negotiations with a realtor to sell the 1499 Bay Street property.**
 3. **Commission President Caputo adjourned the meeting at 8:23pm.**