

MINUTES
PORT OF SIUSLAW COMMISSION MEETING

Wednesday, November 21, 2018 7:00pm
Conference Room
100 Harbor St, Florence OR 97439

These minutes were approved at the January 23, 2019 meeting.

Commissioners
Terry Duman, President;
Bill Meyer, 1st VP, Craig Brandt, 2nd VP
Absent: Craig Zolezzi, Treasurer; Mike Buckwald, Secretary
Craig Zolezzi attended via phone

1. **Call to Order at 7:15pm** after Executive Session Duman
Action taken from Executive Session – Meyer made motion to make Huntington’s salary \$65,000 annually after evaluation in Executive Session. Second by Zolezzi and Vote was unanimous.
2. **Public Comment:** *This is an opportunity for members of the audience to bring to the Commission’s attention any item not otherwise listed on the Agenda. Comments will be limited to five (5) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.*
3. **Approval of the Agenda** – approved by consent Duman
4. **Approval of Minutes by Consent** – approved by consent Duman
 - a. 10-17-18 Regular Meeting Minutes
 - b. 11-1-18 Special Meeting Minutes
5. **Approval of the Financials by Consent** – approved by consent Stewart
 - a. Bills paid for October were \$101,304.03 – Stewart explained why this months bills were in excess of normal.
 - b. Occupancy for Campground up 2% and moorage is down 4% YTD
6. **Amber Novelli Inquiry for expansion** – Novelli said her business is growing and wants to be open year round and would like to expand. She would like to purchase 6 of our old floating docks to have an outdoor seating area that would be fenced in and look nice. She will be adding to her menu also. On the opposite side of the crab shack, she would like to build a small cleaning station. Novelli said she has already gotten approval from the City. She is willing to pay an extra monthly amount per square foot. She would like to have a fire pit also. Brandt said there is no open flames allowed on the docks. Novelli then suggested a radiant heater. Meyer asked about the square footage she was thinking about. Novelli said approx. 21’ X 30’. Meyer said we could probably lease the floats to her and not sell them. Duman wants the Manager to do the negotiations with Novelli regarding the upcoming lease and floating docks. The Commissioners agreed.
7. **Andy Johnson – Coldwell Banker** – Johnson was unable to attend but sent an email that Huntington went over with the Commission. The Commissioners still have questions and items to clarify with Johnson. Huntington said we could have him come to the next meeting.
8. **Banking Proposals**
 - a. US Bank
 - b. Washington Federal
 - c. Oregon Pacific Bank
 - d. Umpqua Bank
 - e. Banner BankStewart mentioned that there is an evaluation of each of the Banks for the Commissioners to review.

There won't be a decision made tonight but at the December meeting.

9. Merchant Services fees – credit cards

Stewart

Stewart explained how much money we pay each month for accepting credit cards. Washington Federal had a program where we could pass those fees to the customer saving us approx. \$1700 to \$2000 per month. Stewart checked with all the Banks that sent proposals and all offer that except Banner Bank. Zolezzi wants to know how much the equipment and/or software would cost. Stewart to get that information.

10. Schedule Special Meeting for Signe sometime between

December 3rd and 14th. The Commissioners decided to have a Special Meeting on December 5, 2018 at 6:00pm.

11. Manager and Commissioner Reports: Huntington met with Akin and Billiter Construction to go over the C Row Erosion project and time frame. The dock gates should be in by the 3rd of December. We are still moving forward with the dredging and waiting on the sediment analysis report. Meyer went to Chamber meeting and updated them on Port progress. He also went to the Urban Renewal meeting.

12. Public Comment: *Comments will be limited to five (5) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.* There were no public comments.

Upcoming Meetings and Conferences

- Commission meeting December 19, 2018, Port Conference room
- February 8th – 10th, 2019 SDAO Annual Conference, Sunriver Oregon

Adjourn: President Duman adjourned the meeting at **8:10pm**.