

PORT OF NEWPORT MINUTES

April 9, 2019

1st Commission Budget Priorities Work Session

This is not an exact transcript. The audio of the session is available on the Port’s website.

Agenda Item

Audio

Time

I. CALL TO ORDER

0:00

Commission President Stewart Lamerdin called the Commission Work Session of the Port of Newport Board of Commissioners to order at 12:05 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Sara Skamser (Pos. #2), Vice President; Stewart Lamerdin (Pos. #3), President; Jeff Lackey (Pos. #4); and Jim Burke (Pos. #5).

Management and Staff: Teri Dresler, Interim General Manager; Aaron Bretz, Director of Operations; Mark Harris, Accounting Supervisor; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: Heather Mann, Midwater Trawlers Cooperative; Jim Cline, Rogue.

II. PUBLIC COMMENT

0:08

There was no public comment at this time.

III. CONSIDERATION OF STAFF PROPOSALS

A. Resolution Setting Rates, Fees & Charges.....

0:34

Bretz introduced the staff report included in the Meeting Packet. He explained some of the research and reasoning that went into the recommendations. Lamerdin commented that the production of a final rate resolution would be an iterative process. Dresler advised a Commercial Fishing Users Group (CFUG) Committee meeting would be held on April 18th at which rates would be discussed. Lackey asked when the Resolution would be finalized, and he declared a potential conflict of interest because he managed fishing vessels owned by his father-in-law that used the Terminal. After some discussion, it was agreed that the 2nd Budget Priorities Work Session would be held on April 23rd and the Regular Commission Meeting would be moved to April 30th, to allow for feedback from CFUG and the public to be discussed and final changes made to the budget documents.

There was additional discussion about particular staff recommended rates and other concerns of the Commissioners: possible high-traffic surcharge in the Recreational Marina; administrative fee for the personnel lift; insurance requirements; vendors on Port property; charter boat operations and code enforcement; the fuel surcharge at NIT; large forklift charges; clean-up fees for net & gear maintenance; crane operations; and the exemption rate for moorage at the Terminal. Staff was asked to do some research and follow up on these items.

B. Personnel Expenses

Dresler introduced the staff report. She said this included assumptions based on research into estimated changes in personnel related costs such as health insurance. The wage table did include a 2%/2% wage increase for cost of living and merit increases. Dresler said that the pay equity project completed in 2018 did not address but raised the issues of updating position descriptions and looking at market comparable wage scales. She commented that the Port has had some challenges with recruitment and retention of personnel, and explained some of the issues with positions, salaries, succession planning, and staffing at the Port and recently at the Commercial Marina in particular. She mentioned the need for flexibility in position descriptions to allow for premium rates, for example second shift, crane operators and lead workers. Dresler said she had spoken with the human resources consultant with HR Answers through SDAO, and received a quote for reviewing position description and doing a market position survey. She recommended this be done as part of the budgeting process. Lamerdin agreed this would be good information for the Commission. There was also a discussion about contracting out some of the work at the Port. Chuck asked in particular about the RV Park Supervisor.

A motion was made by Skamser and seconded by Burke to seek contractual help in analysis of the personnel matrix not to exceed \$8,000 dollars. The motion passed 5 – 0.

1:35:23

C. Capital Project Priorities

Bretz introduced the staff report. He said this was a preliminary discussion and would also depend on the adoption of the Strategic Business Plan. He said that the EDA grant application for the Port Dock 5 Pier project had been submitted. Burke commented that the equipment purchases were warranted, and questioned the estimate for the RV Park Annex plans. Bretz said this was based on the submissions that had been received for the conceptual design. Lackey said he approved of the rationale, reasoning and approach to the recommendations, and added there would be more discussion down the road about the Commercial Marina; taking a first step was well worth it. Chuck said he would like to see electrical boxes and stormwater/sewer concerns at the Recreational Marina included in the projects. He suggested that there be a restricted maintenance fund for the Rogue seawall. Skamser agreed with the list and Chuck’s suggestions. Bretz responded to questions that he has started discussing mitigation with permitting authorities. Chuck advised that there is discussion about wetlands mitigation in the current Oregon legislative session. There was additional discussion about funding and timeliness for the electrical work at the Commercial Marina. Lamerdin asked if any upgrades to the Marina RV Park were considered, to invest in things that are working well.

IV. CONSIDER APPOINTMENT OF FRED POSTLEWAIT TO THE BUDGET COMMITTEE AND APPROVAL OF BUDGET CALENDAR

1:54:00

Dresler advised that Fred Postlewait was interested in serving another term. She added that it was within budget law to move forward with less than five freeholders.

A motion was made by Burke and seconded by Lackey to appoint Fred Postlewait to the Budget Committee and approve the amended Budget Calendar. The motion passed 5 – 0.

1:57:07

V. PUBLIC COMMENT.....

Heather Mann said that the midwater trawlers were returning from Alaska so there will be activity at the Terminal. She commented they were not against increasing rates and will have more conversation at the Commercial Fishing Users Group Committee meeting, including concerns about access, discrepancy between changes to fees at the Terminal vs the Commercial Marina, and the fuel surcharge vs truck charge. Mann said it was counterintuitive that income at NIT decreased. She commented on the importance of the Port retaining employees. She mentioned Gil Silva may be interested in serving on the Budget Committee. She said that the funds for grading the 9 acres could be used elsewhere.

2:03:11

VI. ADJOURNMENT

Having no further business, the meeting adjourned at 2:08 pm.

ATTESTED:



Stewart Lamerdin, President



Walter Chuck, Secretary/Treasurer