

**PORT OF NEWPORT  
MINUTES  
December 16th, 2014  
Regular Meeting**

**I. CALL TO ORDER**

Commission President Walter Chuck called the regular meeting of the Port of Newport Board of Commissioners to order at 6:00 pm at the South Beach Marina & RV Park Activities Room.

**Commissioners Present:** Walter Chuck (Pos. #1), President; Dean Fleck (Pos. #5), Vice President; Ken Brown (Pos. #4), Secretary/Treasurer; JoAnn Barton (Pos. #3); David Jincks (Pos. #2).

**Commissioners Absent:** None

**Port of Newport Management and Staff:** Kevin Greenwood, General Manager; Stephen Larrabee, Director of Finance; and Darlene Webster, Administrative Assistant.

**Others Present:** Dennis Anstine, News Times; Yale Fogarty and Pat Ruddiman ILWU Local 53; Lee Fries, Newport; Harold D. Pritchett, Professor Emeritus of OSU Construction Engineering Department; Tyson Salmon & Kiera Morgan, KYTE FM Radio; Wayde Dudley, Newport Resident; Greg Speor, Newport; and David Allen, Newport.

**II. Changes to Agenda:** No changes were made to the agenda.

**III. Public Comment:** No public comments were made.

**IV. Consent Calendar:**

No changes were made to the consent calendar as presented. A motion to approve the Minutes from the Regular Meeting of November 25th, the Work Session Meeting of December 9th, and the Financial Reports was made.

Motion by Barton, seconded by Jincks to approve the Consent Calendar as presented. Motion carried 5-0.

**V. Correspondence/Presentations:** No correspondences or presentations were made.

**VI. OLD BUSINESS:**

A. Financial Report-Accounts Paid

Accounts Payable conflict was noted by Fleck of "Englund Marine" who was paid this month and would abstain from voting.

Motion by Barton, seconded by Brown to approve the Accounts Paid as presented. Motion carried 4-0.

**VII. NEW BUSINESS:**

A. Appointments to Cascades West Area Commission on Transportation

Chuck volunteered to be the liaison on behalf of the Port of Newport and Jincks will be his alternate should Chuck be unable to attend meetings.

Motion by Barton, seconded by Brown to approve Commission Chuck to be the Liaison on behalf of the Port of Newport for the Cascades West Area Commission on Transportation. Motion carried 5-0.

B. Ferry Slip Road Improvements

Greenwood presented a map of the proposed City re-alignments and improvements to be made due to added traffic to the new development at the OMSI site and some relocation of a stop light. Two commissioners have been attending these meetings with the City. A suggestion was made to re-locate the multi-use path to the opposite side of the roadway to ease follow of foot traffic, and to present this suggestion to the city. Brown requested a city impact analysis from the City of Newport for review but is pending receipt. Fleck noted that it makes it hard to

determine how much additional traffic will be added till permits are pulled. Greenwood will follow up with a letter to the City of Newport to gather more information, make a suggestion and present findings at a later time.

#### C. Resolution Amending Annual Performance Evaluation

Greenwood requested that his evaluation be moved back one month to get more information from Port department heads. Each commissioner will receive within a week ( 12/27)

Greenwood's self evaluation and an additional blank evaluation form to be completed on the General Manager and then returned back (1/20/15) to Chuck for review and to set goals, objectives, etc in an executive session then to be summarized by Greenwood and present in February for adoption.

#### Motion by Fleck, second by Brown to Adopt Resolution 2014-15 Amending Annual Performance Evaluation Motion carried 5-0.

#### D. International Terminal Mitigation Construction Contract Amendment No.32 w/Natt McDougal Co.

Greenwood presented a summary document of all the outstanding contracts (1,111,496) the additional work to be completed (1,172,657) what available funds are on hand (726,886) and what excess funds still are needed to complete this project (445,771). Discussion was made to postpone approval of this amendment till more information from Business Oregon is attained to confirm what assistance in funding can be attained without delaying project. Commission plans to regrop in 7-10 working days after GM has time had time to gather more information.

### **VIII. STAFF REPORTS:**

#### A. Departmental Reports.

Larrabee reported on the status of the "Letter of Demand" to NOAA requesting they pay the insurance costs currently owed under the lease agreement (\$239k) which now begins the interest accruing on these funds and the attorney fees. NOAA has 60 days after receipt to respond.

Barton ask to have a follow up call to KPFF regarding the warranty and review of the fender pilings as reported in Terminal Manager's report. Greenwood will make contact with KPFF regarding the problems we are having with these fender pilings and report back at the next meeting.

#### B. General Manager's Report

##### 1. Save Our Air Station!

Greenwood presented a letter for signature by the commission in appreciation to Senator Wyden, Merkley and Rep. Schrader for all their efforts to save the U.S. Coast Guard Air Station Closure.

##### 2. Resolution Setting Rates, Fees and Charges

Greenwood presented a draft document reflecting the present rates, fees and charges and additional entries of new items for consideration for the commissioner to review, comment and make changes. This will then be discussed further at the next meeting.

##### 3. Budget Committee, Officer and Calendar

Greenwood presented a list of those officers's (Benfield and Barth) that had expired positions this past June. Commissioners requested that Greenwood make contact with both to invite them to continue to be on the budget committee and then report back at the next meeting with an updated list of Budget Committee members to be presented for adoption.

#### **Commission Recess was made at 7:03pm and Re-Adjourned at 7:08pm.**

##### 4. South Beach Vision Plan

Greenwood presented a request to develop a "Scope of Work" / "Vision Plan" that were brought up on the Rogue Expansion work session meeting. This plan would take under consideration the vision the Port has for the development of the South Beach area in 5-10-20 years. Such as what types of business is planned to bring in, what are the transportation impacts are projected in the future, a development of a design standard and many other items that would need to be taken under consideration when developing a Vision Plan. This vision plan would serve as an amendment to the SBP (adopted in 2013) which is the State's Model Ports Plan adopted in 2010 for Oregon Ports. This amendment would include a list of goals and strategies that would be owned by the Port Commission. And that the plan would include commission goals in each

of the following categories: Marketing, capital facilities, management, etc are a few examples. A draft will be started and presented at the next meeting.

5. Rogue Brewery Expansion, Dec 9<sup>th</sup>

Greenwood presented options for the expansion and the concern of the additional truck traffic that could be a possible challenge. Discussion was made that this type of process usually take a length of time the last project took approximately over a year to finalize approval. Two commissioners will meet with Greenwood to give him direction as to how to proceed further.

6. 2014 Annual Report

Greenwood will present this report in January of all the accomplishments made in 2014.

7. Review South Beach Policies

This is still in progress and will be presented at a later time.

8. Special Use Permit Policy

This is still in progress and will be presented at a later time.

**IX. COMMISSIONER REPORTS:**

Chuck and Greenwood went to Rainer, WA to tour the Teevin Facility on Friday December 12<sup>th</sup>.

**X. PUBLIC COMMENT:**

Beemer the Newport City Counsel Liaison was not in attendance but Allen (representing the Newport City Counsel) was to notify the commission that a new Liaison will be forthcoming once appointed.

**XI. UPCOMING MEETINGS/EVENTS:** Calendar was reviewed with no comments.

**XII. ADJOURNMENT**

There being nothing more to come before the Board of Commissioners, the meeting was adjourned at 7:25 pm.

ATTEST:

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Walter Chuck, President

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Ken Brown, Secretary/Treasurer