

PORT OF NEWPORT MINUTES

August 6, 2020

Commission Special Meeting

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

This meeting was held virtually by invitation only. The public was invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio. Live chat was not monitored. The public could submit comment through a form on our website no later than 12:00 pm on Thursday, August 6, 2020.

Agenda Item

Audio Time

I. CALL TO ORDER

0:00

Commission President Jim Burke called the Commission Special Meeting of the Port of Newport Board of Commissioners to order at 5:07 pm.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Gil Sylvia (Pos. #3); Jeff Lackey (Pos. #4); and Jim Burke, Vice-President (Pos. #5). Kelley Retherford (Pos. #2) joined the meeting during the Item IV discussion.

Management and Staff: Paula J. Miranda, General Manager; Aaron Bretz, Director of Operations; Mark A. Brown, Director of Finance & Business Services; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: None.

II. PUBLIC COMMENT

0:10

No public comment was submitted.

III. DAS OREGON COVID GRANT – AMENDED AGREEMENT

0:18

Brown introduced the staff report and grant agreement included in the Meeting Packet. He said a revised document was required by the State to take advantage of a second opportunity for COVID-19 expense reimbursements, with a not-to-exceed amount of \$257,048. Brown said he anticipated the Port would have expenses below that amount. Burke said it was a good idea to have this in place.

A motion was made by Lackey and seconded by Sylvia to authorize the General Manager to accept the Amended Grant Agreement and the award available under Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid, Relief and Economic Security Act, for an amount not to exceed \$257,048. The motion passed 4 – 0.

IV. EMERGENCY REPAIRS – NIT CRANE

2:20

Bretz introduced the Staff Report and estimate included in the Meeting Packet. He said the crane passed the annual inspection for weight handling equipment, but the examiner recommended having the crane looked at by a Grove technician for possible wear on the retraction gear. The

Grove technician confirmed the retraction gear was outside of tolerances. Bretz said the budget for maintenance was \$6,000, but there was room in the budget to cover the additional corrective maintenance needed.

Chuck asked about the remaining life on the crane. Bretz said there was a maximum of 5 years of useful life. He added the Port tends to use the crane at the upper limits of capacity, so there is some accelerated degradation. Bretz said the crane is stored inside but is used very regularly. Burke asked what the cost of a new crane would be. Bretz said he had gotten a previous quote for \$350K for a slightly larger crane. Retherford asked if was less expensive to bring the crane to Clackamas for repair. Bretz said it was marginally less expensive but had the added benefit of available parts and crew at the Critical Repairs shop.

A motion was made by Sylvia and seconded by Retherford to authorize the General Manager to contract with Critical Repairs to repair the crane in an amount not to exceed \$27,000, which includes a 10% contingency. The motion passed 5 – 0.

Miranda said she found out today there may be a contender for a Project Manager for the Port Dock 5 Pier project. There are details to be worked out, but there may be a need for another Special Meeting to avoid delaying the project, if possible. The Commission agreed to meet Tuesday at noon if needed. Miranda said notice would be sent if all goes accordingly.

7:35

V. ADJOURNMENT

11:30

Having no further business, the meeting adjourned at 5:18 pm.

ATTESTED:

james m burke Digitally signed by james m burke
Date: 2020.10.01 13:40:45 -07'00'

Jim Burke, President

Walter Chuck Digitally signed by Walter Chuck
DN: cn=Walter Chuck, o=Port of Newport, ou=Port of Newport, email=wchuck@portofnewport.com, c=US
Date: 2020.10.02 14:09:32 -07'00'

Walter Chuck, Secretary/Treasurer