

PORT OF NEWPORT COMMISSION EXECUTIVE SESSION
& SPECIAL MEETING AGENDA

Monday, March 5, 2018, 12:00 noon

South Beach Activities Room

2120 SE Marine Science Drive, Newport, OR 97365

- I. Call to Order
- II. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f) AND ORS 192.660(2)(h) TO CONSIDER INFORMATION OR RECORDS THAT ARE EXEMPT FROM DISCLOSURE BY LAW, INCLUDING WRITTEN ADVICE FROM THE PORT'S ATTORNEY, AND TO CONSULT WITH THE PORT'S ATTORNEY REGARDING LEGAL RIGHTS AND DUTIES IN REGARD TO CURRENT LITIGATION OR LITIGATION THAT IS MORE LIKELY THAN NOT TO BE FILED, RESPECTIVELY, and PURSUANT TO ORS 192.660(2)(a) – TO CONSIDER THE EMPLOYMENT OF AN OFFICER, EMPLOYEE, STAFF MEMBER OR AGENT.
No decisions will be made in Executive Session.
- III. Re-enter Special Meeting
- IV. General Manager Contract Review
- V. Port Vehicle for NIT
- VI. Terminal Hoist Live Catch Criteria
- VII. Public Comment
- VIII. Adjournment

Regular meetings are scheduled for the fourth Tuesday of every month at 6:00 p.m.

The Port of Newport South Beach Marina and RV Park Activity Room is accessible to people with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Newport Administration Office at 541-265-7758.

Link for directions to the RV Park Activity Room: <http://portofnewport.com/rv-parks/map.php>

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CONSENT CALENDAR AGENDA ITEM

DATE: *February 23, 2018*
RE: *Port Vehicle for NIT*
TO: *Port of Newport Board of Commissioners*
ISSUED BY: *Aaron Bretz, GM Pro Tem/Director of Operations*

BACKGROUND

\$20,000 was allocated in the budget this year to purchase a vehicle for the International Terminal, which has not had a Port owned vehicle. The terminal manager is required to make trips to Corvallis to drop of storm water samples, and makes regular trips around town to purchase parts, supplies, and materials for the work he does at the terminal. Additionally, he could make good use of a vehicle given the expanse of the property. In the past, the Port has reimbursed the terminal manager for travel. In the long-run it is more affordable and practical for the Port to purchase a modest vehicle for the terminal manager to drive.

DETAIL

- Budget allows for \$20,000 for a truck
- After shopping around (including the surplus yard), staff has located a good used Ford Ranger for \$10,000
- We were quoted prices on three comparable trucks

BUDGET IMPLICATIONS

Purchasing this truck will leave a surplus of \$10,000 that can be used for capitalization elsewhere.

RECOMMENDATION

I would recommend that a Commissioner make a MOTION TO AUTHORIZE STAFF TO PURCHASE A TRUCK FOR THE INTERNATIONAL TERMINAL MANAGER NTE \$10,000.

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The Port will allow the use of the swing hoist at the International Terminal to offload seafood (specifically live catch and fresh fish) at times when the commercial hoist dock is crowded.

The growth in the live and fresh catch seafood trade in the Port of Newport has increased crowding at the Commercial Marina Hoist Dock. After hearing from and being encouraged by individual fishermen and independent buyers, the Port's Commercial Fishing User Group and the International Longshore and Warehouse Union, the Port recognizes that there is an immediate need to provide an offload location at various times that are not easy to predict. Because of this situation, the International Terminal will be treated temporarily as an overflow location for the offloading that occurs at the Commercial Hoist Dock.

The determination to use the swing hoist at the Terminal is a management decision, and will be made on a case-by-case basis. This is a temporary solution to the crowding at the Commercial Hoist Dock until such time as a firm business plan and policy regarding usage and staffing/labor practices can be established. My decision to allow offloading fresh catch is an effort to temporarily cover the immediate needs of the local fishermen, and is not a policy, nor does my decision apply to anything but fresh catch. There has been no change to port policy regarding the use of privately owned equipment on Port property; only Port forklifts shall be used to offload catch, and the use will be in accordance with Port Facilities Code 2.40 and 2.41 (attached). Vessels using the hoist at the Terminal will be charged accordingly.

The Port of Newport and its users wholeheartedly support the effort and hard work of our fishing fleet. Please work with the Commercial Harbor Master and the Terminal Manager for scheduling at the dock, and feel free to call me directly if at any time you are displeased with the scheduling at the Port. Best wishes for a safe and profitable fishing season.

This letter does not affirm, set, or modify Port policy.

From: Sara Skamser
Sent: Wednesday, February 28, 2018 2:39 PM
To: Director Operations <dirops@portofnewport.com>
Subject: RE: Terminal Live Catch Criteria

I guess I have a whole different tack.

I think this should be a very short and rather restrictive Memo to carry the fleet needs of off loading catch to independent buyers to take us through this Dungeness season only. that will give relief to the vessels off loading when there are surges of off loading at 7 and give the new manager and the commission time to explore operations policy reviews at the terminals for more finalized language in the future

MEMO:

February 27th Regular port meeting request from the Commission for guidelines to an emergency use of the Terminal hoist for overflow of vessels needing to offload catch of Dungeness crab to independent buyers now using the North Commercial hoists for this activity.

Guidelines:

Because of weather related surges of vessels needing to offload crab at the North Commercial hoist Dock coupled with hoists that are not in dependable operating condition, the PON has decided this document be an immediate guideline for the use of the terminals hoist for those same north commercial customers to use as an overflow facility.

This service will be limited to the off loading of Dungeness crab and will only be a valid guide until the end of the 2018 Dungeness crab season.

The Terminal Manager and the Harbormaster will be coordinating the operation and will be in real time communication with each other about the levels of all activities at both hoist locations to facilitate a clear message to vessels having to move to and from their moorage. the Terminal Manager and Harbormaster will have the sole discretion in these decisions, while keeping the general manager and operations manager updated on what is working and what isn't.

Only buyers that are already doing business with the Port as of Feb. 27,2018 will be allowed to work at the terminals.

This memo is a good faith document to give a paper trail of this decision instead of the elusive "gentlemen's agreement"

This language can be revisited by the commission and the new general manager in the future as this issue continues to evolve.

your signature