

MINUTES
PORT OF SIUSLAW COMMISSION
Special Meeting
Monday 29 August 2011
Port Office at 1499 Bay Street
Lane County, Florence, OR 97439

ATTENDANCE: Commission: Commissioner John Buchanan, Commissioner Joshua Greene (Greene), Commissioner Bill Fleenor (Fleenor); Commissioner Sally Owens (Owens); Commissioner John Scott (Scott); Staff: Interim Port Manager Susy Lacer (Lacer), Recording Secretary Dina McClure (McClure); Audience: Bob Sneddon of KCST, Amy Bartlett of the Siuslaw News

PURPOSE OF MEETING: To get an update from Commissioner Greene regarding the Ice machine contract, and to allow the Interim Port Manager to provide updates and receive guidance from the Commission.

Commissioner Buchanan called the meeting to order at Noon.

Ice Machine Update

Greene said the Siuslaw Fishermen's Assoc. is in the process of researching Federal and State guidelines that refer to the proper installation of Freon into commercial refrigeration systems.

Greene said the SFA hired Source Refrigeration from Eugene to evaluate their ice machine. Source found loose valves, multiple leaks, and submitted a bid for \$11K for repairs and new Freon. Greene said the SFA is waiting to hear back from the EPA and in the event there are regulations that were not followed by Key Mechanical, the attorneys have leverage to hold them responsible to fix the repairs and get the machine operational.

Greene added that the Port attorney was drafting a contract that had language holding Key Mechanical to a higher level of responsibility, more testing required prior to operation, and a 2 year service clause. In Port Manager Freeman's absence, an earlier version of the contract was signed by Port staff, who were not informed that there was a later version. In Greene's opinion, this creates a responsibility on behalf of the Port and he emphasized the importance of making good on the new lease agreement with the SFA if the Port wants out from under this responsibility.

Fleenor expressed concern with cost and attorney fees. Scott said an electrical meter still needs to be installed. Greene said that should have been done a few years ago with money from the first grant. Lacer questioned Greene's interpretation of the grant. Greene insisted the first grant stated that electrical would be hooked up to the ice machine.

Greene said SFA attorney, John Moynihan, has given all the documents to review to Port attorney Wolf in order to be ready to act together as soon as they hear from the EPA regarding regulations.

Scott said he is concerned about liability. Greene said according to the Port insurance, the ice machine is valued at \$50K but it should be closer to \$250K due to the expense of the refurbished and new equipment and the additional costs of getting it operational.

Buchanan asked Lacer to work with Port attorney to complete SFA lease soon. Lacer agreed and will find out the cost of installing the electrical meter.

Other Business

- Fleenor said he spoke with Bob Selkregg, owner of the Fisherman's Choice Market regarding the issue of Selkregg's use of the garbage dumpsters. During their conversation, Fleenor witnessed several people using the dumpster. Lacer explained what Port staff had witnessed and said she would work with Selkregg to resolve the issue.
- Buchanan said Applebee from the Chamber had called him to talk about what had been discussed at the previous meeting. Since the topic was not eligible for Executive Session, the media had contacted the Chamber for clarification, resulting in the call to Buchanan.

Adjourn to Executive Session per ORS 192.660(2)(e) at 12:25pm to discuss real property transactions.

Re-open Special Session 1:05pm

Other Business (continued)

- **On the Motion made by Scott, and seconded by Greene, the Board unanimously gave Lacer approval to offer employment to Monica Cape-Lindelin for the Campground Staff II position.**
- Lacer said price mark up in the Fuel Policy is vague so she has set it at .50 per gallon. Lacer had a request from a commercial fisherman for the Port to provide a discount for large quantity sales and this person said Newport was selling gas cheaper than we were. There was discussion on how much the Port purchases at a time, gas prices at other Ports, and mark up in the past. Fleenor said purchasing a larger volume may constitute a lower base price, suggested calling the Port of Newport to find out their gas price instead of taking someone's word for it, and find out what local diesel prices are in order to make a full cost recovery. Buchanan encouraged accommodating the fishermen by providing competitive fuel pricing. Fleenor said the Port needs to be careful to not take a loss.
- Scott will be the guest speaker at the Kiwanis lunch on 21 September.
- Fleenor will attend the Business Oregon quarterly meetings that will resume on 20 September in Salem.
- Lacer strongly encouraged the Commissioners to visit the Campground office following the meeting. The condition of the office building had deteriorated and she is looking into alternatives to replace the facility. There was discussion of

possibilities such as getting a temporary modular unit until a permanent building can be built, purchased, or leased.

- Owens asked the necessity of keeping a Camp Host during the off season. Lacer clarified that the Campground Staff II position was for the office not the Host position. Greene suggested the Camp Host be seasonal and it is common for Hosts to rotate. Greene and Fleenor agreed to get information from other Ports.
- Buchanan confirmed that the Port Manager recruitment information has been published and is available for applicants.

Adjourn 1:20pm

President