

June 20, 2024 Minutes
Port of Alsea Regular Board of Commissioners Meeting
365 Port Street, Waldport OR 97394

I. CALL TO ORDER

Board President Jan Power called the meeting to order at 2:00 p.m.

Commissioners Present: Board President Jan Power, Vice-President Joe Rohleder, Secretary / Treasurer Commissioner Buster Pankey, and commissioners Chuck Pavlik and George Gray.

Management and Staff: Roxie Cuellar

Members of Public and Media: No members of the public or media attended the meeting.

II. APPROVAL CONSENT CALENDER

Rohleder moved to approve consent calendar of May 23, 2024, Regular Meeting Minutes, and the May, 2024 financials. Gray seconded the motion. The motion passed 5-0.

III. MANAGER'S REPORT

Cuellar reported to the board that she has asked Amy Greer, a local accountant who formerly did the Port's payroll, if she could clean up QuickBooks for the Port. There have been numerous issues, such as the beginning balance being wrong when reconciling the general fund account, that were beyond Cuellar's expertise with QuickBooks. Cuellar first spoke with Signe Grimstad, the Port's auditor, to make sure there was not a conflict because Greer is now working out of Grimstad's office. Grimstad said there was not because Greer was working as an independent contractor. Greer said she would work with Cuellar on cleaning up the accounts. Cuellar also told the commissioners that the end of June was the end of the fiscal year and she would begin to store the current documents and begin to work with documents for the incoming fiscal year.

Cuellar told the commissioners that she had received a call from a woman who said that there was a family with young children on paddle boards trying to reach the shore at Bay Shore. She said one of the children just had butterfly floating devices on the arms. She said they were all in the jaws and being swept out into the ocean and that she could no longer see them. Cuellar told the woman to call the fire district number and request assistance, but the fire district did not answer the call. Cuellar asked Robby to take the Port's chase boat to the site without going into the jaws to make sure there were not children in the water and if there were, to see if he and Cameron could provide assistance. There were no children in the water and Robby and Cameron returned to the Port docks. Commissioner Pankey was adamant that Cuellar should not have sent Robby and Cameron out to do a rescue mission on an outgoing tide, especially without the chase boat. Power agreed that the Port should not have attempted to perform a rescue mission and instead, the woman should have been told to call 911 and request an emergency response.

Cuellar related to the board that Mike Gatens crew were pulling the Shrimp Daddy's pontoon boat around the corner of the 20' moorage dock and possibly causing damage to the dock. His crew had also put the pump hose up on the dock in sections that were full of sand. It was where Port guests would be walking on the docks. Cuellar told Cameron to throw the hose section back onto Gatens' boat.

Cuellar told the board that she was going to reduce her hours of work to 80% time beginning the new work period on June 26, 2024, to save the Port money and to reduce her stress level in light of her recent medical issues.

IV. PUBLIC COMMENT

There was no public comment.

V. OLD BUSINESS

A. Cuellar recommended to the board that they postpone seeking a new port manager until fall for two reasons. First, it would be difficult for her to train someone during the Port's busy season of late summer and fall. Second, given the fact that the economy seems to be slowing down, the commissioners will not be in a position to offer a port manager candidate a salary until the after the busy season when the board will have a better idea of the Port's finances.

B. Possible Financial Adjustments

Cuellar told the board that it needs to consider various options to save money if the economic slowdown seems more pronounced as the Port enters the busy season. She said that she still plans to retire, but it may need to be closer to the end of the year rather than mid-October, as was first anticipated. During the end of the busy season, she could further cut her hours while training someone to fill her position. The Port may need to consider other options to save money as well.

C. Salty Dawg Water Line

Cuellar related that Terry Thissell is going to dig the trench to put in the new water line for the Salty Dawg. After that is completed, the Port will be able to discuss reimbursement with the City of Waldport of what the Port has paid of the Salty Dawg's water usage.

VII. NEW BUSINESS

A. Tractor

Gray showed the commissioners a picture of a remote guided mechanism that could be used to remove boats from the water at the boat launch. It does not appear that the operator would need

a driver's license, although that would probably need to be confirmed. The cost is less than an actual tractor and would not need fuel, as it is battery operated.

B. ODF&W's Prepaid Shellfish Licenses

Cuellar informed the board that Oregon Department of Fish and Wildlife (ODFW) is planning to end the purchase of prepaid shellfish licenses, instead requiring that the Dock of the Bay install a computer and printer and sell the individual licenses online. It would also have to set up a special account in which to deposit the money received, which means that the boat rental and other purchases would have to be paid for separately, since those credit card purchases would be sent automatically to our general fund account. Damian Laviolette, at Jetty Marina, is organizing opposition to the change.

VIII. COMMISSIONERS' COMMENTS

There were no commissioner comments.

IX. MEETING WAS ADJOURNED AT 3:00 p.m.

ATTESTED TO:

Jan Power, President

Buster Pankey, Secretary/ Treasurer