

March 20, 2025, Minutes

Port of Alsea Regular Board of Commissioners Meeting

365 Port Street, Waldport OR 97394

1. CALL TO ORDER

- a. **Board President** Jan Power called the meeting to order at 2:00 p.m.
- b. **Commissioners Present:** Board President Jan Power, Vice-President Joe Rohleder, Secretary/Treasurer Buster Pankey, Commissioner George Gray, and Interim Commissioner Rob Bishop
- c. **Management and Staff:** Dean O'Byrne, Port Manager
- d. **Members of Public and Media:** Robbie Hensen

2. APPROVAL OF CONSENT CALENDER

Grey moved to approve the consent calendar of February 20, 2025, Regular Meeting Minutes and the February Financials. Pankey seconded the motion, The motion passed 5-0.

MANAGER'S REPORT

- a. **Email Issues:** Some members reported not receiving emails and issues with updating passwords.
- b. **Facility Updates:** Construction of a lean-to next to the dock of the bay, with contributions from various members.
- c. **Life Jackets:** Discussion on relocating life jackets outside under a new awning to reduce congestion inside.
- d. **Signage:** Proposal for new reflective signs to direct traffic and replace faded signs.
- e. **Boat Maintenance:** Updates on boat and motor repairs, including the installation of new motors and painting of boats.

3. FINANCIAL AND OPERATIONAL UPDATES

- a. **Insurance Payments:** Quarterly payments to CIS to manage budget effectively.
- b. **QuickBooks Transition:** Issues with duplicate entries during the transition from desktop to online version, with professional help sought to resolve them.
- c. **Grant Application:** Concerns about the timeline for receiving a grant for the mandated business plan. Discussion on potential extensions and the cost of outsourcing the plan.

4. OLD BUSINESS

- a. **Debris Boom Logs:** Discussion on sourcing and pricing logs for the debris boom, including potential suppliers and costs.
- b. **Surplus Property:** Updates on surplus property, including the sale of the ring cam system.
- c. **Roof Repair:** Need for quick patch repairs on the dock of the bay.

5. NEW BUSINESS

- a. **Strategic Business Plan:** Need for a work session to discuss the strategic business plan, with potential involvement from Roxy for guidance.
- b. **Property Acquisition:** Discussion on the possibility of acquiring adjacent properties and formalizing a property acquisition plan.

6. PUBLIC COMMENTS

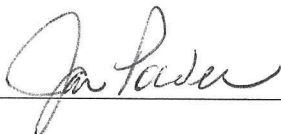
No public comments were made during this meeting.

7. ADDITIONAL POINTS

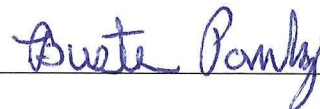
- a. **Training Courses:** Dean O'Byrne has completed several SDAO training courses and plans to complete more over the next few months.
- b. **Parking Trailers:** Suggestions for charging a fee for parking trailers on port property.
- c. **Commissioners Comments:** Expressions of gratitude for Robbie Hensen's recovery and return to work.

8. ADJOURNMENT

Motion to adjourn: Moved by Rohleder, seconded by Powers. **Motion carried.** The meeting was adjourned at 3:10pm



Jan Power, President
Secretary/Treasurer



Buster Pankey,