

OREGON INTERNATIONAL PORT OF COOS BAY

Coos Bay, Oregon

REGULAR COMMISSION MEETING

3:00 p.m., Tuesday, May 18, 2021

Port Commission Chambers, 125 Central Avenue, Suite 230, Coos Bay, Oregon 97420

ATTENDANCE

Commission:

David Kronsteiner, President; Bob Garcia, Secretary; and Kyle Stevens, Commissioner. Brianna Hanson and Eric Farm were excused.

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

None.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 3:04 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. CONSENT ITEMS

- A. Approval of April 20, 2021 Regular Commission Meeting Minutes
- B. Approval of April Invoices
- C. Approval of April Contracts Awarded
- D. Approval of Chief Executive Officer Annual Performance Evaluation
- E. Approval of Community Giving Donations and Scholarships

Upon a motion by Commissioner Garcia (second by Commissioner Stevens), the Board of Commissioners voted to approve the April 20, 2021 Regular Commission Meeting Minutes, April Invoices, April Contracts Awarded, the Chief Executive Officer Annual Performance Evaluation, and the Community Giving Donations and Scholarships. **Motion Passed.**

5. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

President Kronsteiner asked about the Railroad management report and what is meant by the Car Department "working on cars that come online". John Burns stated these are the railcars that come onto

the line, not the locomotives. Every car that comes onto the line must meet certain safety and mechanical standards. The Port is obligated to either fix the car and then bill the owner or reject the car.

6. ACTION ITEMS/REPORTS

A. Chief Executive Officer Merit Bonus

The Oregon International Port of Coos Bay Board of Commissioners met with Chief Executive Officer John Burns during Executive Session on Tuesday, April 20, 2021, to review and discuss Mr. Burns' performance.

Over the past two calendar years, the Port Commission has engaged with Mr. Burns in an ongoing informal basis. Although the feedback and communication has been timely and as needed, the quarterly performance discussions were not documented as intended in the amendment to Mr. Burns' Employment Agreement. This Performance Review was intended to formally document Mr. Burns' performance over the past two calendar years, recognize his achievements, and provide specific feedback and objectives.

Based on the Chief Executive Officer's admirable performance review, the Oregon International Port of Coos Bay Board of Commissioners recommends awarding a \$15,000 merit bonus for Chief Executive Officer John Burns.

Upon a motion by Commissioner Garcia (second by Commissioner Stevens), the Board of Commissioners motioned to approve a one-time \$15,000 merit bonus for Chief Executive Officer John Burns based on his admirable achievements and outstanding leadership, as outlined in Mr. Burns' documented Performance Review. **Motion Passed.**

7. OTHER

8. COMMISSION COMMENTS

9. NEXT MEETING DATE – Tuesday, June 15, 2021, 3:00 p.m.

10. ADJOURN

President Kronsteiner adjourned the meeting at 3:10 p.m. and entered into Executive Session to:

(e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;

(g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;

(h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and

(j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.