

## **Port of Umpqua**

Regular Meeting Minutes  
Wednesday, August 21, 2013 at 7 p.m.  
Port of Umpqua Annex  
1841 Winchester Ave  
Reedsport, OR

*THESE MINUTES ARE FINAL and APPROVED.*

### **Commissioners Present:**

President Steve Reese  
Secretary Barry Nelson  
Treasurer Donna Train  
Asst. Secretary Dennis Clemens

### **Commissioners Not Present:**

Vice President Keith Tymchuk

### **Port Staff Present:**

Port Manager Charmaine Vitek  
Administrative Assistant Karen Halstead

### **Proceedings:**

The meeting was called to order at 7 p.m. by President Steve Reese.

#### **APPROVAL OF AGENDA:**

The agenda was accepted as presented.

#### **APPROVAL OF MINUTES:**

The draft version of the minutes for July 17, 2013 was presented for approval.

Commissioner Nelson made a motion, 2<sup>nd</sup> by Commissioner Clemens to approve the minutes as presented. Motion passed by unanimous vote.

**APPROVAL OF BILLS:**

Commissioner questions regarding bills:

Donna asked what the check was for that had been written to Lewis Transportation/Tractor Services. It was to cover repairs done to the forklift.

Steve asked for a comparison of the Central Lincoln PUD bill from last year. Included in the financials section of the meeting binders on the document titled "Profit Loss Previous Year Comparison" there is a comparison that shows this month for this year/this month last year and then an annual amount. In 2012 the July utilities were \$505, and this year the utilities for July were \$483.

Steve asked if the check made out to the Marine Surveyors was for the Crane. Yes it was to pay for the annual inspection/certification that was done recently.

Commissioner Clemens moved to approve payment of checks in the amount of **\$4,900.71** to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Nelson. Motion passed by unanimous vote.

**PUBLIC COMMENT:**

Joe Coyne, Winchester Bay Merchants Association: Joe stated he was at the meeting to find out the status of the joint meeting between Salmon Harbor, The Port and the Douglas County Commissioners concerning the docks in Salmon Harbor. He said he was considering calling County Commissioner Susan Morgan and the other Commissioners to let them know The Merchants are waiting for their response to the request for a joint meeting, but he didn't want to do this if a request has already been made.

Steve told him there has been no official word from the County Commissioners, but Paul Stallard may have something to share during his Salmon Harbor report.

Joe then mentioned that Arnie Roblan had held an economic summit the last two days and they have been discussing dredging. He asked if maybe The Port could work on getting the dredging season extended for the Umpqua River.

Steve explained that the dredging that the ports have been looking at was for small harbor dredging, which would not include any dredging in a federal channel.

Charmaine added that the window of time when dredging is done is mandated by federal regulations. That is the only time allowed; while she agreed with his thinking, it would take changing of federal rules to extend that window.

## **REGULAR BUSINESS:**

### **1. Partnership for Umpqua River annual dues**

In the meeting packets was a letter of justification from the Partnership for Umpqua Rivers requesting annual dues.

- ✓ Commissioner Train made a motion to approve payment of dues to the Partnership for the Umpqua Rivers for the Fiscal year 2013-2014 in the amount of \$100.00 to be paid from the General Fund, 2<sup>nd</sup> by Commissioner Clemens. Motion was passed by unanimous vote.

### **2. Parking lot maintenance: Seal asphalt and stripe parking lots**

Budget funds this year included having the parking areas sealed and restriped to their existing layouts. There is only one company that we are aware of that does this service. They have submitted bids for either having just the striping done in its existing layout or to have them apply asphalt sealer and then restripe the existing layout.

Steve: I feel applying sealer is important in maintaining that asphalt.

Donna: Will the health food store next door pitch in with the costs?

**A:** It's not their parking lot. The whole back parking lot belongs to our Winchester Building, including the area along the side of the Annex building.

Steve: If we reseal and restripe, will there be different ADA requirements we will need to meet?

**A:** When we did the striping in the back parking lot before, it was specked out for ADA at that time. Originally we wanted to put the ADA parking along the side of the Annex but we were told that the slope was too steep, so they will restripe the ADA as it is now.

- ✓ Commissioner Clemens made a motion to approve the bid from Coast Pavement Maintenance to **apply two coats of asphalt sealer and restripe to existing layout** at the Port building parking areas at \$2,928.00 to be paid from the General Fund, 2<sup>nd</sup> by Commissioner Train. Motion was passed by unanimous vote.

### **3. City of Reedsport: State Marine Board letter of support**

The City of Reedsport has requested a letter of support to the Oregon State Marine Board for grant funding to improve the Umpqua Waterfront Boating Facility. A copy of this letter was included in the meeting binders.

Jonathon Wright, Reedsport City Manager: On the waterfront there is a newer boat launch facility and right next door to that is the smaller of two Knife River buildings. About 5 years ago it was slated by the Marine Board in their capital improvement plan for 2011 thru 2017 that funds would be allocated to take out this small building and expand the boat launch. There were two options of how the boat launch could be, with both involving realignment of the actual launch facility as well as expanding it to allow for 4 boats to launch instead of just 2. At some point all of this got held up temporarily and now they are starting up the process

again. The Marine Board is going to provide \$130,000 towards the \$140,000 price tag. This is not a full ride, Reedsport will have to contribute 25%, so the city plans to contribute \$10,000 plus they will remove the building. This project will work twofold; they will get boat launch fees plus the city has been planning on building another shop next to the existing city shop and they will be able to recycle the materials from this building they remove and use them in a pole barn for the new shop.

Normally these applications are only accepted in the spring but because it's such a high priority with the Marine Board they are allowing us to do this off cycle. This means that next spring not only will we hopefully have most of the building down, but we will be able to apply for the funding to do the paving and have this all developed. This will be a two step process.

Steve: This sounds like a good project, especially in that area, will there also be a fish cleaning station?

**A:** While it wasn't in the original plan, they are hoping to put in a fish cleaning station and possibly a boat wash, realizing that when boats come out of there they have to wash off the saltwater.

- ✓ Commissioner Nelson made a motion to submit the requested letter of support to the Oregon State Marine Board for the City of Reedsport Umpqua Waterfront Boating Facility Improvement Plan, 2<sup>nd</sup> by Commissioner Train. Motion passed by unanimous vote.

## **REPORTS:**

### **PORT MANAGER'S REPORT:**

The Port Commercial dock in Winchester Bay brought in \$302 for the month of July.

Update on the South Coast Ports Coalition, which includes Siuslaw, Umpqua, Gold Beach, Port Orford, Brookings and Bandon. They have grouped together to voice their concerns to both the State and Federal powers that be for dredging funding. Provided in the meeting packets was the latest draft version of an Intergovernmental Agreement that has been worked on by several entities including an engineering firm and a lawyer who represents Bandon's Commission. At the last meeting Jim Johnson of Portland State University also provided some input as well.

While e-mail documents and meeting updates have been forwarded onto the Commission, this IGA has not been sent out regularly because this draft has been constantly changing. It can get confusing between what is happening, and what is discussion and ideas. This latest draft is not being provided to get a motion or action, but to update the Commission on what's being presented at this time.

Steve: John Wolf will be reviewing this?

**A:** Yes he will be, but he hasn't as of yet.

There has also been a feasibility study. To some it's quite extensive. There are some folks on the state level that would like to have another one done, but that would take more time and more money, so that may or may not happen.

This morning at the Economic Summit the Coastal Caucus requested a breakfast meeting with the South Coast Ports Coalition, as well as representatives from the state including Dave Harlan and Jeff Griffin. Commissioner Tymchuk who was at the Summit also represented the Port of Umpqua, and he will be able to give a full update on how that went when he gets back.

There are two issues going on. The state has allocated money to pay the CORP for dredging of the South Coast Ports, because the ports are in such a condition that it's needed and the federal government did not allocate funds for most of the Oregon Coast ports. There is only a window of 11 or 12 days that the Yaquina has to do all of this dredging, so the priority will be Port Orford first, Umpqua second and then the Siuslaw. With the time allowed, we will get dredged as best as they can.

The other issue is funds for dredge equipment which has been discussed, but not promised. They have a way to get it but it's tied up with lottery funds that won't actually be bonded until 2015/2016. With all of this going on, there are no times, dates or amounts available to report at this time.

Steve: So our 9 days with the Yaquina may be compressed?

**A:** Charmaine spoke with the Army Corp of Engineers yesterday, and in order for the federal government to do anything with state funding a memorandum has to be signed and that has not been done yet. Without that signature they cannot say if they are or are not going to be able to do anything. That is the plan, but the longer they wait the more the window of time closes.

Report on SWACT: The Southwest Area Commission on Transportation was given the task to narrow down 150% of their allotted funds, and then they were to recommend the projects for those funds. Next, ODOT staff was to go in and scope those projects and came back with projected prices for them. Last month it looked like there was an ODOT project in Reedsport which would be an expansion from Highway 101 to 6<sup>th</sup> Street including sidewalks on both sides, which had been given a high priority. At this last meeting they presented a revised project list that had transferred the funds previously allotted for the Reedsport project to another project on I-5. This resulted in the Reedsport project being moved from a top priority last month to the bottom of the list this month.

The reason why these changes came about is because the federal government has come down on ODOT for their lack of improvements on the I-5 corridor.

Jonathon: He let them know he was very upset at this new report and so the final decision has been delayed until their September meeting. Now he is working to offer the city make a buy in on a portion of the project to see if that helps it go through. The buy in for other cities has

been 11.32%, which he feels can be raised. There is an Urban Renewal meeting on Thursday, and a city council meeting on September 4<sup>th</sup>, and then they go back to report to SWACT on what he has come up with September 13<sup>th</sup>.

He requested that anyone interested in seeing this go through, to attend that SWACT meeting. His hope is to get as many people there as possible to show that Reedsport is serious about getting this project done. It's not over for us, we are just going to have to fight for this one, last time the list came out we were #2, now we are at the bottom.

Steve: Did the cancellation of the project include the overlay?

A: The overlay is a separate project and that one is still slated.

### **SALMON HARBOR MANAGER:**

Paul Stallard recently had a meeting with Susan Morgan and Jeff VanderKley in which they talked about the dock situations. The result of this meeting let him know that the county is unable to help Salmon Harbor at this time. He then went to the Salmon Harbor Management Committee and requested that they continue to maintain docks C, G & H. The other two docks will be closed to allow more resources to keep the mentioned docks open while he explores their options.

He has worked with the state marine board looking into ways to put longer ramps in to give longer access from the shoreline where the shoaling is happening.

Since there will be no help from the county he is planning to work on this in phases. Right now he is thinking about using a couple of docks from the west basin. Dock #3 in particular has plenty of "fingers" and a main walkway, and he is hoping to coordinate that with the F Charter dock that is already over there and it has pilings and the dock is already removed from it.

The docks are safe right now; they have walked them all and will continue to do the annual maintenance checks on them.

There was discussion on the possibilities of upgrading the docks and the logistics of when and how to do it all.

Steve: Will you have to look at engineering fees?

A: Eventually they most likely will.

Steve: The Port hopes to be able to help. Will you possibly have a plan by late winter?

A: Paul said in November or December they should have an idea at least on the first dock. He has been working with the Marine Board who might be able to help.

Donna: Linda also said because it would be ADA accessible the Marine Board may be inclined to rush their assistance. Normally it takes about 2 years dealing with the Department of State Lands and all of their rules and regulations, but they could possibly expedite that.

Barry: Is there really such thing as an ADA approved dock?

A: What they do is make it about 80 feet long which make for a less extreme slope going out onto the dock. Right now the docks are 36 feet.

On a good note, it's been very busy and the fishing has been great.

**COMMISSIONERS:**

Donna: Kool Koastal Nights is this weekend at Winchester Bay. The Urban Renewal meeting is tomorrow.

Dennis: At the Chamber meeting there was conversation that the charity fund received a great donation from Polaris Corp.

Phyllis Dever added the charity auction at DuneFest brought in \$42,400, which is a record amount. Usually they make from \$4 to \$7,000. All of that money will now be distributed to local charities throughout our community.

The meeting was then adjourned at 7:46 p.m.

The next Port of Umpqua Regular Meeting will be held September 18, 2013 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

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Steve Reese, President

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Karen Halstead, Admin. Assistant