

Port of Umpqua

Regular Meeting Minutes
Wednesday, August 19, 2015 at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

President Steve Reese
Vice President Keith Tymchuk
Treasurer Lee Bridge
Asst. Secretary Carey Jones

Commissioners Not Present:

Secretary Barry Nelson

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:

Commissioner Bridge requested the addition of two items.

1. Discussion of a Port Representative for the Urban Renewal Advisory Committee.
2. Discussion of a Port Representative for the Community Emergency Management Committee.

With these two changes accepted the agenda was approved by a unanimous vote.

APPROVAL OF MINUTES:

The draft version of the minutes for July 15, 2015 was presented for approval.

Commissioner Tymchuk made a motion, 2nd by Commissioner Bridge to approve the minutes as presented. Motion passed by unanimous vote.

APPROVAL OF BILLS:

Commissioner Jones moved to approve payment of checks in the amount of \$3,852.14 to be paid out of the General Fund, 2nd by Commissioner Tymchuk. **Before the vote Commissioner Reese asked if the check made out to Lewis Transportation was for work on the Forklift. Yes. Motion was then passed by unanimous vote.

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Commercial Dock in Winchester Bay: Discussion

There has been discussion whether it's sufficient to have just one person to work at The Port dock. If for some reason Larry should need to be away there is no backup person to go to the dock if needed. Steve felt there may be a need for a part-time position to work as backup for Larry, and eventually this person could take over when Larry leaves.

Charmaine: When there were boats off-loading sardines, there was more overtime than one person needed to be working at one time. Having a backup would be a good idea. One issue they may have when they do look for someone is going to be finding anyone willing to be on call 24/7 - 365 days a year. In the past when Larry had to be away for an extended period of time, it has been almost impossible to find anyone willing to take his position.

Steve: Considering that The Port is looking at a potential ice plant it would be in our favor to have someone with a little knowledge in that facility.

It was agreed it would be good to have someone hired by the beginning of crab season.

Charmaine will now move forward and see if there are any requirements The Port must follow and what is the best way to recruit for this position, then she'll update the commissioners at next month's meeting.

2. City of Reedsport request to partner on HUD grant – Jonathan Wright

Jonathan presented an update on the HUD grant. There are two communities in Oregon who have qualified for this nationwide competition; Reedsport and Brookings. There is a billion dollars available for communities in the nation who qualified and were chosen for the second phase of this grant.

Jonathan handed out a fact sheet (that is included in the on-line meeting packet). He explained Reedsport qualified to apply because the Governor had declared disasters here due to repetitive flooding in 2011 and 2012. They have found that phase 2 is quite different and a lot more involved than they had thought it would be. It isn't meant to just fund instant fixes for damage done. What they must now do is come up with resiliency plans to fix the problems that allowed these disasters to happen and come up with plans to prevent them from happening in the future.

While flooding was the disaster applied for, if it all works out this grant works right into the levy certification process because one of the things we have to do is look at the interior drainage issues within the levy.

For phase 2 there are three projects Reedsport will concentrate on:

- a. The interior drainage facilities need to be upgraded in all four districts.
- b. They will be required to raise the elevation of the levy itself in able to bring it up to a 500 year level standard and to address future threats and vulnerability in the event of a tsunami depending on its size.
- c. Raising the elevation of the levy is going to require the need to completely replace the Schofield Bridge. The current bridge cannot be retro fitted to an elevated levy, and if we were to have a seismic event the existing bridge will fail shutting off our uptown from the downtown.

The best case scenario with this would be Reedsport receiving twenty million dollars which would be enough to fund all of these projects. Worst case scenario would be that we receive just enough to at least help reimburse for some of the costs that have been absorbed during this process.

What Jonathan will be looking for in partnerships with various entities here is not necessarily for a stakeholder like The Port funding one of these projects but to have The Port become a partner in the sense that they do donate some money along with the other stakeholders in the community with the goal of showing we are all unified in wanting to take care of the issues and potential dangers our community faces.

Charmaine: Would you take the existing sheet pile out and replace it with something else and if so, what are the options for that? According to the engineers they would drive another sheet pile in front of the existing with the existing sheet pile being used as a support for the new which will be taller and deeper.

Carey: Is Brookings resilience project the same as ours? No Brookings was based on Tsunami damage from the Japan earthquake. Jonathan explained some of their project ideas which included literally relocating a lot of their community to higher ground and all that would be involved to accomplish this.

There was discussion of other projects needed in our community if there is a tsunami, but those projects do not tie in with the flooding problems and that is what this grant application was based on, so those projects will not be included in this endeavor. If or when another grant opportunity like this comes up, those projects already have the scope costs and data for them, so The City would be ready to apply.

3. Port Representative to the Urban Renewal Advisory Committee – Lee Bridge

Lee: His position was to represent The Port on the Urban Renewal Advisory Committee. He currently represents the Hospital Board but he could get someone else from the Hospital Board if The Port would like him to be their representative.

Charmaine: Carey was already assigned to the Chamber and the Urban Renewal Committee.

Lee: Then we are covered and we can leave as it is now.

4. Port Representative for the Community Emergency Management Committee – Lee Bridge:

Lee: The Community Emergency Management Committee is trying to develop the plans and the relationships to preserve our community and every group involved is represented except The Port.

Charmaine has attended many of those meetings, but hadn't received notice that they were still having any.

Lee attends all of them and he volunteered to represent The Port.

Charmaine will still go just to keep up on what is happening, but Lee could be the actual representative for The Port.

- ✓ Commissioner Tymchuk made a motion to appoint Commissioner Bridge as The Port of Umpqua representative to the Emergency Management Tsunami Response Group, 2nd by Commissioner Jones. Motion was passed by unanimous vote.

REPORTS:

STAFF REPORT:

Dock Report:

The Port Commercial Dock in Winchester Bay Brought in \$1,130.85 for the Month of July. Marine Surveyors did our annual hoist inspection in July, so far no report back nor have we received a bill.

SDAO Board Assessment is scheduled for Friday September 18th. We have not set a time yet so we need to set a time now. After discussing schedules it was decided to have the 90 minute meeting start at noon on September 18th, and make it a lunch meeting.

New General Manger at the Port of Gold Beach, James Clemens our outgoing Master Chief Lifeboat station Umpqua River.

SALMON HARBOR MANAGER:

Charmaine: They are having Cool Coastal Nights this weekend.

COMMISSIONERS:

Carey: DuneFest was very successful. The executive director that was hired ended up not being a good choice, he even left the whole event on Sunday not fulfilling his contract.

Carey did get the chance to talk with the event director for Polaris, and thanked her for their generous donations the last couple of years including this year's donation of a brand new Razor that was auctioned off and brought in \$27,845. In their conversation he found out that of all of the events they attend across the nation DuneFest has the highest attendance.

The Chamber will be having Confluence this year. They have a director set and are talking about having it downtown with the tent as they've done in previous years.

Steve: Attended a meeting of a sub-committee of the Main Street Program to about ideas and potential projects and one that came up was Pickle Ball. Apparently this is one of the fastest growing sports in the country, and he found out that Reedsport is known nationally for its participation. This opens up opportunities of having Pickle Ball events that could bring a lot of people into our community.

They are also going to have a presentation by some people representing mountain bike interests. They will be there to help come up with a plan for some local mountain bike trails.

Keith: He, Charmaine, Steve and Jonathan were invited to a phone conference with a group who is interested in the IP property. They seem to be real in their interest, although it's not yet a done deal. They didn't have a specific project in mind but they were and are open to any good ideas.

Jonathan talked with Larry Bryan, another gentleman on the phone conference and he found out that there actually is an initial plan that the owners are looking at the feasibility of implementing, it would mainly be on the northern half of the property, which leaves the southern half open for potential options.

Keith: The hope is they will close on September 1st.

Keith also asked the commission if Douglas County had still not selected a representative for the Salmon Harbor Management Committee. No, there hasn't been anyone chosen to yet to represent the County.

The next Port of Umpqua Regular Meeting will be held September 16, 2015 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

****Note: THESE ARE QUESTIONS FROM THE COMMISSIONERS WHILE SIGNING CHECKS, BOTH AT THE END OF THE MONTH, AND DURING THE CHECK SIGNING AT THE MEETING:**

7/31/15

Commissioner questions from check signing at end of the month to be included in the August 15 minutes:

Steve: What is the check to Sandra Jackson? Helped with grant writing.

Larry done working overtime? Yes

Charmaine brought it to his attention that there is an increase in retirement contribution. Was approved with the budget.

Keith: No questions.

Questions from check signing on Aug. 15th:

Lee Bridge came in to sign a draw paycheck and he wasn't sure what it was, and Charmaine explained that it was for a draw, and that we require two signatures on any of the checks.

Check signing at the meeting 8/19/15:

Carey: None

Keith: None

Note: Before the vote to approve the bills, Commissioner Reese did question if the check made out to Lewis Transportation was for forklift repair. Yes, that was what it was for.

Steve Reese, President

Karen Halstead, Admin. Assistant