

## **Port of Umpqua**

Regular Meeting Minutes  
Wednesday, September 16, 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

### **Commissioners Not Present:**

Secretary Barry Nelson  
Asst. Secretary Carey Jones

### **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:**

There were no changes to the Agenda, Commissioner Tymchuk made a motion to approve the agenda, 2<sup>nd</sup> by Commissioner Bridge. Motion was passed by unanimous vote.

### **APPROVAL OF MINUTES:**

The draft version of the minutes for August 19, 2015 was presented for approval.

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

### **APPROVAL OF BILLS:**

Commissioner Tymchuk moved to approve payment of checks in the amount of \$7,890.90 to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Bridge. Motion passed by unanimous vote.

### **PUBLIC COMMENT:**

#### **Donna Train – 193 Thornton Oar Lane – Reedsport:**

She addressed the Commission and she highly suggested that someone from The Port or all of The Port members attend the city council meetings and be involved in the discussions of the sale

of our local wetlands to McKenzie River Trust. The amount of land that they want to buy is frightening. Right now it's public land that can be used by any citizens of the City of Reedsport and Douglas County.

Since The Port owns 750 square miles of Douglas County they should be involved in this. It not only affects Schofield residents, it is going to affect everybody.

Right now these wetlands are pristine, they are public and if The McKenzie River Trust were to buy them all of that would change. We would lose control of our local area. Donna wants Reedsport to be unique and not give up a beautiful part of our area to McKenzie River Trust.

**Steve:** The Port does not own the 750 square miles that make up The Port of Umpqua district. He asked if there was a local group forming to oppose this, or becoming part of the process. The group Donna has seen at the meetings is growing rapidly and are passionately speaking out against this sale.

Donna concluded that these lands were purchased with tax dollars and hopefully there are other ways to bring money into Reedsport and they don't just sell off this property to bring in money.

**Deb Yates – 723 Mill Ave – Reedsport:**

Selling the property will have a short term gain but long term consequences that we're not going to be able to control. If that property sells, we won't have any say in what is done with it in the future.

This is one of the few areas in the state that is considered pristine waters. She is concerned because McKenzie River Trust doesn't have a good track record, they are known for selling their properties and once it's gone we will not be able to afford to buy it back.

**REGULAR BUSINESS:**

**1. City of Reedsport HUD grant – Jonathan Wright:**

He was hoping to be there to establish a partnership but the numbers that are coming in and the work that is going on, even if he were to ask the community for a token amount to try to show they support this it's not going to make a difference.

The pump station and interior drainage analysis outcome to repair the issues downtown is going to cost in the 15 million dollar range.

The water tank proposal was originally scoped at 2.5 million dollars. With the seismic retrofitting and improvements needed to show the resiliency for HUD, the cost would be more like 7 million dollars.

The levy elevation estimates haven't arrived yet. Jonathan is at the point where he would appreciate coming to The Port and asking for a partnership letter but not asking for any funds. Instead he'd ask The Port to take an advisory role, not pledging any funds but supporting it by saying they will put expert input into this process.

He gave everyone invitations to the Natural Hazard Community Risk Assessment as part of the HUD outreach (these can be seen in the On-Line pkt). In order to receive FEMA funds you have

to have a contemporary natural hazard mitigation plan. This would help him achieve two things. The public outreach for HUD, and it will be the opportunity to discuss the priorities of the community. They have to list what they think the vulnerabilities are to a natural disaster and then the conversation will go to capital improvement. What should The City be saving for to try and mitigate those threats?

**Keith:** Do they have to be related to the previous damage that was done? If our greatest risks were related to high water events would that be good?

**Jonathan:** That would be outstanding because there would be testimony on record that would show the public feels that is truly the threat. He has invited the people who live in Holly Knolls in the hopes there will be a lot who show up and express that they are upset because they have been inundated so many times. Part of the problem is the interior drainage system of their park, but the other part is the pump station just cannot handle it sometimes. That is what we are trying to overcome, so he needs those people to show up and be passionate about the flooding issue. The Cascadia is one thing, but what happens the most frequently and causes the most damage and is causing the most economic degradation to the community is the flooding; it's the levy issues. The meeting will be next Monday at 5:30 p.m.

There will also be a public hearing for the HUD grant on Monday, October 5<sup>th</sup> at 10 a.m. It will totally be based on input from the public. Arnie Roblan's office wants to have an open house right before that.

**Steve:** Feel free to request support for your endeavors from The Port, we will be here for you.

## **2. SDAO available liability credit review:**

**Charmaine:** In the last couple of years Special Districts has been trying to change how they will grant credits to our liability insurance premium. The Commissioners were provided a copy of the 2015 SDIS Best Practices Program (this is available in the On-Line pkt). There are 5 items that SDIS asks for and they will grant a 2% credit up to 10% total from our liability insurance for each item that is completed.

The list is as follows:

- On-Line Training which we use for most of our safety meetings each month.
- Board Practices Assessment and that is scheduled for this Friday at noon.
- Affiliate Organization Membership and we are members of OPPA.
- Review the Best Practices Checklist and consent to the President's signature. They want boards to be aware of where they stand with the Best Practices. The questionnaire was provided in the meeting binders (and is available in the meeting On-Line pkt), and the Commissioners were going to be asked to consent to Steve's signature after reviewing that questionnaire.
- Having a Public Records and Public Meeting policy, which we passed ours October 17, 2012.

Last year we received a credit of \$890.00 so it can be significant.

**a. Review Best Practices Checklist: consent to approve President's signature:**

**Steve:** On item #9 of the Public Meetings and Best Practices Checklist –“Provide an interpreter for hearing impaired persons and are familiar with the ADA, which may impose requirements beyond state law”. How do we accommodate that? If somebody were to request it we would find a way to accommodate them. We also state that we will accommodate those needing it at the bottom of our Agendas.

**3. Replace existing recessed fluorescent lighting in copy and meeting rooms:**

The lights in the copy room, meeting room and the bathrooms in the main Winchester Building are old, burning out and every time one needs changing the bracket holding the bulbs in, breaks. After discussing this with the Port President, Charmaine asked Ladd Electric to come and provide a bid for replacing those fixtures.

The bid he gave us would replace the fixtures with a similar fixture that will have the capacity for LED trim. The only issue he had is whether or not he can find the exact same size cans. If he cannot, then he'll have to use a different size and replace the tiles as well which will cost an additional \$400.00.

Also, at the Port Dock we take a meter reading from the electrical meter that comes from Umpqua Bait, then we charge them for the electricity that they've used. We also take a picture of the meter, but when it prints we cannot read the picture.

Douglas Electric and Central Lincoln PUD have recently changed out their meters, and Charmaine requested to have that meter changed to a newer one so we could accurately read it.

**Keith:** That is routine maintenance. If you don't do it now you may have to do more later on.

- ✓ Commissioner Tymchuk made a motion to accept the bid from Ladd Electric not to exceed \$2,672.00 to replace existing fluorescent lights in the copy, meeting and bathrooms, and install a digital read out meter at the dock in Winchester Bay as per proposal, 2<sup>nd</sup> by Commissioner Bridge.

Before the vote, Steve stated that this should be done in separate motions for the lights and the meters. Charmaine had already checked with The Port Attorney, John Wolf to make sure doing a combined motion would be allowed. Due to the amount of the motion and the fact that it's actually what The Port is considering as an up fix instead of public improvement work it is allowable under Oregon State Statutes to combine it all into a single motion.

Motion was then passed by unanimous vote.

**4. Ice Machine Project:**

ODF&W said that our project did not meet their criteria for the R&E grant. They were actually who had suggested that we apply for this grant in the beginning. It's been discussed with the ODF&W guy who had insinuated that we'd be a good candidate for the grant and suggested that we apply, and he has apologized. Their reasoning for denial according to ODF&W was that the grant was not for start-up businesses and the fact that The Port would be making a revenue from the ice machine.

If The Port chooses to pursue this project Charmaine requested that the Commission choose to do their due diligence and get either a cost analysis or a feasibility study done. She's already done some checking with several agencies on what this may cost and on the possibility of getting some assistance or a grant to help cover the costs.

There is also a local fisherman who recently bought a vessel that had an ice machine on it, and he approached Paul Stallard of Salmon Harbor and offered to sell it. Paul is going to see if it would be comparable to the new one we are looking at.

**Keith:** Should absolutely have a feasibility study or cost analysis done that is the right thing to do. He did advise if The Port does proceed with this and decides to sell ice in small quantities that we make sure we are not undercutting any local businesses.

**Steve:** There is a consensus from the Commission and he gave Charmaine direction to pursue the ice plant research.

### **REPORTS:**

#### **STAFF REPORT:**

Charmaine went over the structure and binder make up with the board.

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#### **Dock Report:**

The Port Commercial Dock in Winchester Bay brought in \$5,374.33 for the Month of August the majority of that from shrimp. Another Port who is in the process of deciding on rates for anything that comes across their dock requested that Charmaine send them what The Port made on the shrimp. The total billed was \$11,431 for a fishery we never had before.

I submitted the job announcement for a back-up dock assistant to the Umpqua Post to run for a month. Last day to apply will be October 22<sup>nd</sup>.

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The YAQUINA started working on the Umpqua entrance August 27th (she arrived about 6am). The Corps was watching for a weather window to get to the Coquille, but otherwise would be working on the Umpqua until they either can't due to weather or they finish their remaining 6 days.

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Fred Wahl Marine permitting: On August 31<sup>st</sup> Kim Clardy informed me she had picked up the phase 1 permit (which had nothing to do with mitigation or in water work) and they are working on getting closer with phase 2. Charmaine has pursued Kim several times offering to help with anything they need, and there are no replies. At least they know we are here if they do want some help.

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The annual Coastal Caucus Economic Summit was in Grand Ronde in August. The theme this year was Education, the pathway to Economic Development for Rural and Coastal Communities. Many of the sessions were focused on primary and secondary education. A lot of the discussion centered on tribal educational issues.

Two sessions I found interesting: one was the Judicial Review which they have this every year where Judges and Lawyers discuss laws, legislation and the courts. I always find this discussion fascinating hearing how and why the courts make the decisions they do as well as historic references to cases they hear. And the session on the Transportation, Infrastructure and Economic Development. The group consisted of the appointees by the Governor to try to create

passable legislation to fund a State Transportation bill. I have been forwarding updates about this throughout the last legislative session. As we know, no bill was passed. This was a candid and open discussion. It was interesting to see and hear the opposing and similar views of the panel. The consensus seems to be that a bill will not be forthcoming in the short 2016 session but taken up again in earnest in 2017.

**Keith:** Felt there were some things that came out of the summit this year that were really positive and beneficial. There was a whole session on the Elliot State Forrest. The moderator asked the panel a question about the Elliot because the preferred plan right now is to explore selling either to a consortium, private people or a private group. The individual asking the question asked if there were other ways that it would have value. The DSL representative came up with a very direct answer, she said yes but that is not what the Elliot is for. The Elliot State Forrest was created to put money in the Common School Fund. By state law, that is what they have to do, generate revenue off that land and put it in the Common School Fund one way to another.

The other session they heard from both Senator Wyden and Congressman DeFazio that there is movement to actually free the monies in the Harbor Maintenance Fund that are frozen. That money will actually go for what it was designated to, and that is harbor maintenance. That would be great news, because there are billions and our lobbyists have been pushing for this for a long time.

Keith was a panelist one session and was involved in another session on Regional Solutions. He told the Regional Solutions group that he was going to specifically focus on what would be good for the coast. Oregon has worked really hard to build itself as the wave energy leader of the world. There is a chance we could get 40 million dollars from the Federal Government for the Pacific Marine Energy Center's south energy test site. California is also making a great push for that now. Keith reminded everyone at the session that Oregon pulled together to get NOAA from Washington. Do not let California sneak away a project that has already been designated at the site off of Newport. That's a lot of Federal investment in research based jobs.

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**Charmaine:** South Coast Ports Coalition met in Bandon and many agencies were there as well as Senator Merkley's representative Amy Amrhein. The discussion topic was about the cost, the hassle and how hard it is to get permitting for dredging harbors and marinas on the south coast.

There have been several meetings with the different agencies; Army Corp of Engineers, Department of State Lands, as well as several others with the plan being to work together to get a regional, general federal permit for dredging marinas and harbors on the south coast. Kirk Jarvey of DSL has already submitted for a review of a state general permit that some ports vetted, and they are actually looking at submitting it for rule making. His question is if this would be a starting point for the federal process as well.

Right now there is a draft state general permit. The question is can they incorporate them both for the purpose of marina and harbor dredging. Paul and Caryn from Salmon Harbor were there since they are the folks actually submitting the permit. Everyone is working together to get all of their information and the Corp is sending them a questionnaire. Right now they are looking at just marina, harbor dredging and boat ramps, so the scope would be small. If the south coast ports were to get the permit when it came time to renew it you'd still have to have your specific testing done for things such as sediments.

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The other big issue is Eel Grass. The problem is that dredging has been going on for many, many years and originally Eel Grass wasn't here. It's just now coming in so why do they have to mitigate for something that was not there in the beginning. These are the kinds of things to be discussed and hopefully worked out.

Charmaine has gone to these meetings about twice a year since she started and in the past all the federal and state agencies would get together and give promises that they will work together to make this easier and not work against each other. Then when you put your project in, they don't work together which costs a lot in both time and money. This is the first time she has actually seen anything done and have the agencies work together, and that is very promising.

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Oregon Public Ports Association annual conference is coming up. Let me know if you are interested.

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Please do not forget our Board Assessment with SDAO Friday at noon. I've ordered lunch.

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**SALMON HARBOR MANAGER:**

Donna gave the report saying Paul was in Juneau at the PCC Conference.

This last Labor Day weekend was the best that Salmon Harbor has ever had. All 300 dry camp spaces were taken and there was such an over flow that Paul opened up the storage area at the RV Park and let people camp there.

Fuel sales were huge. There were some people who paid for a whole week of dry camping just so they could have a spot for 2 or 3 days.

Regarding the ice issue, Salmon Harbor has been selling ice by the RV reservation building. There is a little ice box they are selling from, and the sales have been great.

The boat owner who had offered to sell an ice machine to Paul was Scott Hartzell and it would come from a new vessel he has bought. The ice machine is supposed to be in very good condition and in talks between Scott and Paul, the price they have come up with is \$15,000. Paul wants to have a specialist go through it.

There is a new problem at the harbor. (Donna handed out pictures that she referred to, these are available in the On-Line pkt). It involves Oley Nelson at Reedsport Machine and Fabrication. As Rick was hauling a boat out of the water a wheel from the haul out sank really badly into the gravel, and caused some pretty bad damage to the railing area so it will have to be replaced. They've put down metal pieces to cover the hole. The problem is the bulkhead is also bulging and that is where the problem is. There is just a window of time you have for the permit to work on this. The last time something like this came up was in 2010, and the research on it wasn't completed for some reason. So Savannah at Salmon Harbor is researching what all is needed. Oley will be paying for the costs, but he's anxious to get this taken care of.

They are contacting Nor' West Engineering to come out and give them their recommendations.

As Paul reported earlier, Jim Bruce has resigned from the Salmon Harbor Management Committee and so far The County has not chosen a replacement. Jim has been gone for 2 months and there should've been a new appointment by now because there have been several names given to fill the position.

**S.T.E.P.:**

**Deborah Yates:** The Salmon Derby was over Labor Day Weekend and the winning fish weighed in 29.9 pounds, and 2<sup>nd</sup> place weighed 28.6 pounds. The largest Coho weighed 10.1.

ODF&W have been doing their checks on the Salmon that have been caught and there have been no hatchery fish turned in this year. Usually when they do these checks there are more hatchery fish caught than wild fish. This fishing year reflects when they released 60,000 smolt, which was the same time when the blue green algae showed up and S.T.E.P. started losing eggs. The next 3 years declined down to zero smolt released in 2013-2014.

There is only about 2 feet in of water in the hatchery box reservoirs, they are very concerned about having high water temperatures in the stock pond.

They are using the \$5,000 donation from The Port to purchase the latest model of the M.I.S.T.E.R. box. The M.I.S.T.E.R. box only uses a gallon of water a day vs. many gallons used by the egg boxes, so if the water is too low that is what they will use. There will also be a staff meeting next week and Deb has put a grant in to pay for a Deep Matrix Box.

**COMMISSIONERS:**

**Lee:** The Community Emergency Management Committee met this past month, the discussion was about the lack of manpower that Reedsport would be faced with in any kind of emergency. There is a skeleton plan right now but it's not to the point it could be relied upon in the event of an emergency.

**Keith:** Spoke to the school board tonight about contributing to the Marketing Plan for Jordan Cove. He is going to speak to the Hospital Board next week. He is also scheduled to speak to the Lions and Rotary as well. He had said they had been committed to raising \$20,000 for this but he'd like to get it to \$30,000.

**Steve:** Keith did mention the wave energy off our coast and OPT have just placed a buoy in the waters off of New Jersey.

**Keith:** The Governor is very supportive of the Pacific Principle Power plan to deploy the wind generating devices off of Coos Bay. The issue there is finding someone to engage in a Power Purchasing Agreement, because the power is expensive in the early stage of the industry.

**Charmaine:** This is the project that was vetted pretty well through SOORC and was actually agreed to a long time ago.



**Jonathan:** Katie Lockhart, the new representative for the Main Street Program is on board and has been a very impressive individual. She is very quick to come up with great ideas on subjects that have been discussed.

The meeting was adjourned at 8:19 p.m.

The next Port of Umpqua Regular Meeting will be held October 21, 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 THIS MEETING:**

**8/31/15**

**Commissioner questions from check signing at end of the month to be included in the September 16<sup>th</sup> minutes:**

There were no questions.

**Questions from check signing at the September 16, 2015 meeting:**

**Lee Bridge:** None

**Steve Reese:** Was there a spike in the PUD bill? Charmaine pulled out last month's bill to compare with this month and there was a small difference, last month was slightly higher.

**Steve Reese:** No taxes to sign? That is with payroll at the end of the month.

**During the motion to approve bills:** Steve asked if Grimstad had an increase in their rates. Yes, and that check this month is for a partial billing.

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Steve Reese, President

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Karen Halstead, Admin. Assistant