

# Port of Umpqua

Regular Meeting Minutes  
Wednesday, May 18, 2016 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  
Secretary Barry Nelson  
Treasurer Lee Bridge  
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:**

Charmaine added a 4<sup>th</sup> item – Façade Project Funding Request Revisited. With this one addition the agenda was approved by consensus.

### **APPROVAL OF MINUTES:**

The draft version of the minutes for April 20, 2016 was presented for approval.

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

### **APPROVAL OF BILLS:**

Commissioner Nelson moved to approve payment of checks in the amount of \$6,755.22 to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.

### **PUBLIC COMMENT:**

#### **Jonathan Wright, City Manager – City of Reedsport:**

Jonathan and Fred Wahl have been discussing ideas for long term monitoring of their mitigation projects on the Steamboat Island parcels that The Port has given them. Once any mitigation project is done, there are

monitoring rules that will require a special skill set and hiring someone with those skills to do the monitoring could cost Fred and The City from \$20,000 to \$60,000. The City and Fred are asking The Port if once the mitigation is complete, if it would be okay to pass this mitigation land over to a conservation group such as the Partnership for Umpqua Rivers (PUR) and then that group would then be responsible for the monitoring.

**Keith:** Is every mitigation project required to do this monitoring?

Not sure of others, but The City and Fred Wahl are required to do a scaled survey of the site once it's been completed. After six months The City and Fred are required to do an interim report, and after a year another interim report is required. This is to be repeated every year for five years. Each report has to identify an array of things such as how the species planted there are thriving, whether the tidal mud flats are operating correctly, etc. If something isn't as it should be, then it's required to go back and mitigate the area again.

**Steve:** If a piece of our land is given to someone else would it have to be surveyed and partitioned? If it did, The City and Fred Wahl would cover all of the costs to have that done.

**Keith and Steve:** Neither had any problem with Jonathan engaging in a conversation with a group.

Once the land is in mitigation it's in perpetuity and can never be used for anything else. The only possible down side to this scenario is the fact that The Port would have a new neighbor on Steamboat Island.

The consensus of the Commissioners was to give Jonathan the go ahead to approach a conservation group about this and if he finds someone he will come back to the Commissioners with that group and explain the all of the details involved and the board could give approval at that time if they wish to do so.

## **REGULAR BUSINESS:**

### **1. Manager Performance Review:**

The Commissioners filled out their reviews and sent them to Steve to compile the information into the Manager Performance Review.

It was the consensus of the board that Charmaine does an excellent job as Port Manager.

### **2. Ratify Tiger VIII grant support letter: Coos Bay Rail Link:**

The Port of Coos Bay requested a second letter of support for another Tiger grant, this grant would be for bridge rehabilitation. In the past the commissioners have always been in full agreement that The Port of Umpqua send a letters of support for these grant applications to The Port of Coos Bay. Charmaine received the request on the day it was needed so she went ahead, compiled the letter and sent it. The Commissioners fully approved the sending of the letter by consensus.

### **3. Ice Machine Project:**

Charmaine gave an update on the Ice Machine Project. Working in conjunction with Paul and Savanna from Salmon Harbor there is finally a signed contract with Highland Refrigeration and a secured delivery date of August 5, 2016. Now the concentration is to get all of the other components in place before the unit gets here August 5<sup>th</sup>. It's been very frustrating due to all of the red tape and road blocks that seem to come up with each portion of the project. Right now Salmon Harbor is working on all of the permits needed through the county.

**Keith:** Hopes to have the ice machine in place and operational by the start of crab season which opens around December 1<sup>st</sup>.

In the contract it states that Highland Refrigeration will deliver by August 5, 2016 and they will do all of the setup and training at that time.

It will be a prevailing wage job due to the cost of the whole project. Hopefully that won't increase the final project price too much.

#### **4. Façade Project Funding Request – Revisited:**

**Katie Lockard – Main Street Program Coordinator.** In January The Port made a motion to donate \$2,000 to the Main Street Program if matching funds were secured from other entities. Katie outlined the current financial standings of the 3<sup>rd</sup> round of the Main Street Façade grant program. One of the big contributors in the past, Lower Umpqua Hospital still fully supports the project but, chose not to donate this year. Without the hospital donation they haven't been able to match The Port's \$2,000, but really do need the donation if they can still get it.

**Steve:** The previous discussion stated that The Port wouldn't donate until all of the matching funds had been secured. They haven't reached the full amount of a match yet but, he said he was still very in favor of financially supporting this with The Port donation.

**Keith:** This definitely falls under potential economic development and it improves the look of the town, he too was in favor of supporting the program.

**Carey:** Were you anticipating The Port's \$2,000 and the Hospitals \$1,000 when you calculated your totals? They don't actually calculate a specific amount. They do fund raising and then they offer grants to businesses as money comes in. When a grant cycle is complete, any carry over is kept for the next grant cycle.

To date there have been 12 completed projects. Katie's favorite so far is Mind Power Gallery's vertical sign. Historical old town Reedsport pictures show many vertical signs all the way down highway 38 and Fir Avenue. It was a stylistic reflection of old town Reedsport and it's great to see new vertical signs going up. Defeat River Brewery is about to put up a vertical sign in the near future and they will be using a grant to help pay for that sign.

**Charmaine:** How long do you plan on continuing to offer these grants? As long as there is an interest from businesses to apply for them.

- ✓ Commissioner Jones made a motion to allocate \$2,000 to the Main Street Façade Improvement Fund for middle and uptown grant opportunities for round three of the grant program, 2<sup>nd</sup> by Commissioner Tymchuk. Motion was passed by unanimous vote.

#### **REPORTS:**

##### **STAFF REPORT:**

The Port Commercial Dock in Winchester Bay Brought in \$1,859 for the Month of April 2016.

Dana Ferguson has requested a reduced price for bringing squid across the dock. Last year, I agreed to 0.01 per pound for sardines and I've agreed to this for squid as well. We basically doubled our revenue for poundage across the dock in 2015/16. They have harvested some squid but I do not have the numbers yet as they have not been invoiced. They suck the squid from the holds of the boats as they did for sardines.

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Had our annual meeting with the ACoE. They reported they were able to remove 176,446 cubic yards last year, as usual they split the 9 days between July and September. In two days they were able to remove an amazing amount of 50,942 cubic yards. The conditions were so good and they were getting so much that they contacted the state to find out if the state would pay for another ½ day to optimize the Yaquina being here, which the state agreed to. We looked at the survey map of the recent survey and it showed significant shoaling in certain areas again. The Port of Umpqua will be receiving \$942,000 for this year which will be about 9 days again, and will be splitting the dredging dates again.

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So far this season, since the purchase of the LAURA dredge, Bandon and Gold Beach have been dredged. Due to the sink hole in Brookings, there was an emergency situation where the debris from the sink hole basically ended up in the marina in front of the fuel dock so the LAURA was moved to Brookings to dredge their marina, which is being paid for by FEMA. She will return to Gold Beach when Brookings is finished, to complete their project and to be maintenance and a survey done to assess her condition. The Port of Alsea will likely be the next Port to be dredged. Due to December storms, the Port of Alsea was awarded FEMA funding because of how much debris was deposited in their marina and the undermining of homes along the river. Their work window starts in Sept or October. After that, the next Port could be Salmon Harbor, depending on a matrix the SCPC has been working on to determine which port has the most need, meets criteria developed by the coalition, the availability of funding and if the required equipment is available.

Being able to dredge our own marinas, boat launches and harbors has saved 1.3 million dollars based on dollars per cubic yards so far this year, as opposed to contracting the dredge work out. We have dredged 2 ports and one emergency situation in Brookings. This is truly a success story, all expectations have been exceeded.

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### **SALMON HARBOR MANAGER:**

At a meeting with the Army Corp of Engineers (ACoE) there was discussion about relocating the dredge spoils disposal site at Salmon Harbor. For many years it has been at the tip of the North Jetty. The ACoE has recommended that the disposal site be changed to a location *behind* the North Jetty where water is actually starting to form a lagoon. Another advantage to disposing in that location is the fact it will allow the dredge to operate without having to work around outgoing tides like other ports have to do.

### **COMMISSIONERS:**

**Lee:** There will be a Cascadia Emergency exercise on June 7<sup>th</sup>. Every responding agency on this part of the coast, and Douglas County will participate. He spoke about hypothetical emergency situations and the fact that transporting patients and supplies may rely heavily on maritime transport.

**Keith:** The state has divided the Cascadia issue into two projects. First what can be done before the event to mitigate the damage and problems? The second how to accelerate the recovery process afterward.

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

**Deborah Yates:** Its fin clipping week and the last two days they have had 5<sup>th</sup> graders helping. So far 44,000 fish have been clipped. Will be moving the fish into nets in Salmon Harbor around May 23<sup>rd</sup>. Recently their biologist told Deb that about 15% of the fish caught over the last 4 years have been hatchery fish.

They are working on getting Cabela's to sponsor the Salmon Derby with plans to make it a bigger event.

**Jonathan Wright, City Manager – City of Reedsport:**

Gave an update on the progress at Fred Wahl Marine and where they are at in the current application process for the Connect Oregon Grant.

**The meeting was adjourned at 8:13 p.m.**

The next Port of Umpqua Regular Meeting will be held June 15, 2016 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

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**\*\*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:**

**April 29, 2016**

**Commissioner questions from check signing at end of the month to be included in the May 18, 2016 minutes:**

There were no questions.

Commissioners Jones & Bridge signed checks.

**Questions from check signing at the May 18<sup>th</sup> meeting:**

There were no questions.

Commissioners Jones & Reese signed checks.

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Steve Reese, President

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Karen Halstead, Admin. Assistant