

## Port of Umpqua

Regular Meeting Minutes  
Wednesday, May 17, 2017 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

*NOTE: All items handed out at the meeting are available for view in the May 17, 2017 meeting packet.*

### **Proceedings:**

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

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

There was one addition to the agenda, Item #2 – Intergovernmental Agreement (IGA) Review

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

The draft version of the minutes for April 19, 2017 was presented for approval. Commissioner Bridge made a motion, 2<sup>nd</sup> by Commissioner Jones to approve the minutes as drafted. Commissioner Reese abstained from voting stating he was not present at the April 19<sup>th</sup> meeting. Motion passed by unanimous vote of the remaining four Commissioners.

#### **APPROVAL OF BILLS:**

Commissioner Nelson moved to approve payment of checks in the amount of \$4,289.31 to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.

**PUBLIC COMMENT:**

There was none.

**REGULAR BUSINESS:**

**1. Painting the exterior of the buildings - review bids, award project:**

**Charmaine:** Put the job of painting the Winchester Buildings out for bid, and received 2 bids. Jonathan Wright looked over the bids and his recommendation was to go with Mountain View Home Improvements. Jonathan was impressed with Mountain View's bid as it specifically addressed issues like the black mold removal and to fix the flashing on the Annex building, which has been determined to be where there is a leak.

**Steve:** Mountain View is licensed? Yes, Charmaine has already received Mountain View's liability insurance as well.

- Commissioner Nelson made a motion to approve the bid for painting the exterior walls of the main and annex buildings from Mountain View Home Improvements in the amount of \$8,325, 2<sup>nd</sup> by Commissioner Bridge. Motion was passed by unanimous vote.

**2. Review of the IGA:**

Copies of the IGA were handed out to the Commissioners. This version of the IGA included both changes that were previously requested but not accepted by The County, and additional changes made after a meeting with Paul, the Salmon Harbor Management Committee (SHMC), Carey Jones and Keith Tymchuk.

**Charmaine:** It was suggested that instead of having yet another meeting of the SHMC about the IGA, to bring this version with the changes in place to the board and get their thoughts before it's presented to The County.

**Keith:** After the last meeting he e-mailed County Commissioner Chris Boice letting Chris know that there are three points Keith has a real issue with.

1. The county cannot continue to believe that the \$2.3 million dollars that they put into the harbor is a loan to be paid back. That was an investment for the county into a county property. The County has to get away from the idea this was a debt to be held and regarded as something that would be paid back in the future.
2. Want it stated that the Port of Umpqua has no financial stake in Salmon Harbor nor any financial obligations in terms of liabilities.
3. To stop requiring Salmon Harbor to get authorization before any bill can be signed, it is unnecessary. The County and Salmon Harbor have all of the records of what every bill is for.

Commissioner Boice replied back to Keith saying he agreed. Keith suspects that if The County approves the IGA with these requested changes, they will then require Salmon Harbor to pay for Central Services.

Keith suggested that Salmon Harbor contact The County and tell them they will pay for these services but, it is going to have to be a predictable amount. It cannot be something different every budget season that is just dropped on Salmon Harbor without any forewarning. It would benefit Salmon Harbor to ask for a 5 year constant cost of services which will allow Salmon Harbor to be able to budget for these costs.

There was discussion of a couple of projects and issues that may come up that the county is planning on doing through the Parks Department in Salmon Harbor.

**Steve > Paul:** What would you like from The Port regarding the IGA? Paul said if The Port is ok with it, and he knows the SHMC is ok with it now it's time to send it over and get it signed by The County.

**Charmaine:** Suggested that it be sent to legal counsel for a final review before it is sent to The County.

**Keith:** Pointed out section 4.5 of the IGA was an important revision. It clarifies that while The Port has a role in the IGA that does not compel The Port to make or match any financial commitments including those that The County may make to Salmon Harbor.

Direction was given to Charmaine to send this version of the IGA to Port Counsel and after approval there, forward it on to The County.

There was discussion of how much money The Port has already invested into Salmon Harbor. Paul has a list of projects, he was asked to please send a copy to The Port in case it would need to be included as an addendum to the IGA.

## **REPORTS:**

### **STAFF REPORT:**

In the meeting packets was a list of training CD's that are available through SDAO. If any of the Commissioners are interested in any of these please let Charmaine know and she can order them.

There is a copy of the statement of testimony from Rick Goche that he made before the Committee on Environment and Public Works Subcommittee on Transportation and Infrastructure, in Washington D.C.

Ice Machine Update: Mark Mosley from AirTemp did some work on the compressor a couple of weeks ago. Now waiting on electrician Kevin Ladd to get out there and hook up the electrical part of the project. As soon as Kevin gets out there he will get the compressor hooked up. Right now we are able to make ice there just isn't a refrigerated container to keep it cold.

A representative from PNP Inc., a marine supplier, looked at our floating dock last month and Bellingham Marine will have someone here tomorrow. Hopefully we will get some suggestions and recommendations soon for replacing the floating dock at The Port's commercial dock in Winchester Bay. It is a working dock, which it was not designed to be. It is in pretty bad shape and is a safety hazard.

The hoist has been fixed and is working and looking good. Larry Johnson Hydraulics and Whit Industries both were great to work with. Had one little issue with a leak and they came right back and fixed it.

**SALMON HARBOR MANAGER:**

No report.

**Main Street Program / S.T.E.P.:**

Deborah Yates:

Main Street is working on getting the Rainbow Plaza wall ready for the salmon mural paintings. Sherwin Williams has donated the paint. Weather permitting the artist will start painting right after Memorial Day weekend.

Deb requested that The Port sponsor a salmon in the mural and Charmaine reminded her that The Port has already contributed to this project.

S.T.E.P. recently got 3 new Canadian troughs that are 24' long, 4' wide and 4' deep. The plan is to expand the indoor area for either Salmon or Trout.

Salmon Derby: Cabela's will be donating \$1,500 worth of gear for the raffle. This year S.T.E.P. is working to get businesses to sponsor the "biggest fish of the day" each day of the derby. So far England Marine and Y Marina have agreed to sponsor, looking to find one more business sponsor.

Currently are in the process to find someone to replace their nets. The nets have aged and are in bad shape. Originally were quoted it would cost around \$5,000 to replace them but, Deb spoke with people from a Newport business called Fowl Weather Trowel and they quoted \$800.

**COMMISSIONERS:**

Steve talked about his recent trip to New Zealand.

No reports.

**Meeting was adjourned at 7:49 p.m.**

The next Port of Umpqua Regular Meeting will be held June 21, 2017 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:**

**4/28/17:**

**Commissioner questions from check signing at end of the month to be included in the May 17, 2017 minutes:**

**Keith:** No questions.

**Lee:** Didn't think that the Port should be charged for an RFP from Justin Kramer. Explained he had actually advised Charmaine on the specifics that will be needed for the RFP requests. It wasn't for his RFP. Lee had no issue with paying for a consultation.

Checks were signed by Commissioners Bridge and Tymchuk.

**5/12/17:**

**Steve:** What is the bonus check for?

**Steve:** Why are there two invoices for the hoist repair? One is to Larry Johnson, the other to Whit Industries. There were two separate things done, the mechanical work was done by Larry Johnson. The cosmetic refurbish work was done by Whit Industries. This was approved at the last meeting.

**Steve:** Did the hoist get certified as part of the work?

**Keith:** Asked if the hoist was working now.

Checks were signed by Commissioners Reese and Tymchuk.

**Questions from check signing at the May 17, 2017 meeting:**

There were no questions.

Checks were signed by Commissioners Bridge and Jones.

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Steve Reese, President

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Karen Halstead, Admin. Assistant