

Port of Umpqua

Regular Meeting Minutes
Wednesday, July 17, 2019 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 by request.

Proceedings:

The meeting was called to order at 7 p.m. by President Steve Reese.
All Commissioners were in attendance for this meeting.

APPROVAL OF AGENDA:

There were no changes to the agenda as presented and it was approved by consensus.

APPROVAL OF MINUTES:

Commissioner Nelson made a motion to approve the meeting minutes from June 19, 2019 as drafted and presented, 2nd by Commissioner Tymchuk. Motion passed by unanimous vote.

APPROVAL OF BILLS:

Commissioner Nelson moved to approve payment of checks in the amount of \$36,720.92 to be paid out of the General Fund, 2nd by Commissioner Bridge. Motion passed by unanimous vote. **Note: After checks were approved Commissioner Tymchuk asked if the Port had received any Wagon Road Funds to pass through to Salmon Harbor last year.

A: No

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Election of Board Officers Fiscal year 2019-2020

Steve: Proposed nominating Keith Tymchuk for the position of President, and for Carey Jones be moved into the Vice-President position. Barry and Lee would remain in their current positions. Steve said he would fill out the remainder of his time on the commission (through the end of July) as the Assistant Secretary.

- ✓ **Commissioner Reese made a motion to approve the Officers as recommended for the Port or Umpqua Board of Commissioners for the FY 2019-2020, 2nd by Commissioner Bridge. Motion passed by unanimous vote.**

(Newly elected President Tymchuk took over the duties of chairing the meeting immediately after the vote).

2. Committee and other Appointments

Steve: Has never attended a Main Street Sub-Committee meeting. In discussion it was noted that the Main Street Sub-Committee doesn't appear to meet very often if at all. There was no new representative assigned to this committee.

There was discussion regarding the Wave Energy group and the fact that it has become more than just "Wave Energy". At Charmaine's suggestion the commission decided to rename the group "Ocean Energy".

- ✓ **Commissioner Reese made a motion to approve the committee changes as stated in the discussion and other appointments as recommended for the Fiscal Year 2019-2020, 2nd by Commissioner Nelson. Motion passed by unanimous vote.**

Keith: Steve Reese will be leaving the commission after 25 years of service. Keith gave a short presentation thanking Steve for his years of service and presented him with a gift of a new American Flag and pole to hang on his new house. Lee had made him a very special nautical themed pen. Charmaine then presented him with certificate of appreciation.

REPORTS:

STAFF REPORT:

Charmaine: The Winchester Bay dock brought in \$575 for the month of June.

Note that there is a check being signed today for the Wagon Road Funds pass-through to Salmon Harbor for \$28,425.

There may be a new tenant for one of the offices in the Winchester building. Patty Gentle, who had worked for Pacific West, may move in after that realty business is sold.

Reached out to John Train, Elkhorn Electric (previously Ladd Electric) and asked him to look at what it will cost to install security cameras in the back parking lot of the Winchester Buildings.

SALMON HARBOR MANAGER:

Carey: Tomorrow Salmon Harbor will be opening bids for specific portions (bathrooms, etc.) of the expansion project, which is moving forward. Right now the project is about a month and a half behind schedule due to a backlog with the county's Central Services.

S.T.E.P.:

Deb: Received \$8,000 from the Umpqua Fishery Enhancement Derby for the backup generator. Elkhorn Electric will be doing all of the installation work.

In September S.T.E.P. will receive around 72,000 smolt that will be kept in Winchester Bay for a short time before being released.

The first Saturday work party is coming up, this is to help train the 20 new volunteers.

COMMISSIONERS:

Barry: Recently, while looking for a buyer for salmon he had caught on his boat, he came across a new buyer, Tiveron Fisheries out of Depoe Bay, who mentioned she was looking for a dock to buy product off of. Barry gave her his information to contact him if she does decide to come down this way.

Carey: Paul Stallard has been working to clean out the dilapidated and abandoned boats in Salmon Harbor. Recently demolished a boat and it cost Salmon Harbor \$10,000 to have it removed. There are still 5 more boats waiting to come out of the water. The state marine board is supposed to help with the destruction costs but, the boat was removed in April and they haven't received a check yet.

Keith: Got a phone call from the new PR agency who are taking over promoting Jordan Cove, who were asking for his support. The Jordan Cove project is still moving forward.

EXECUTIVE SESSION:

Pursuant to ORS 192.660 (2) (e) Regarding Real Property Transactions

Into executive session: 7:28 p.m.

Out of executive session: 8:08 p.m.

There was discussion on how Steve's position on the commission will be filled. Notices will be posted stating there is an availability and then the board will appoint someone. Direction was given to Charmaine to post notices in the paper and on the website.

Charmaine then read Steve's resignation letter out loud. (This letter is available for view in the On-Line meeting packet). Steve's resignation will be effective as of July 31, 2019. Plans were made to review any applications and have discussion regarding filling his vacancy at the September meeting.

Meeting Adjourned at 8:13 p.m.

The next Port of Umpqua Regular Meeting will be held August 20, 2019 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:**

6/28/19:

Commissioner questions from check signing at end of the month to be included in the February 20, 2019 minutes:

Steve: Is Nationwide the retirement?

A: Yes

Checks were signed by Commissioners Tymchuk and Reese.

Commissioner questions while signing checks at the JULY 17, 2019 meeting:

During approval of the bills *Commissioner Tymchuk* asked if there the Port had received any Wagon Road Funds last year.

A: No

There were no questions during signing. Checks were signed by Commissioners Jones and Nelson.

Keith Tymchuk, President

Karen Halstead, Admin. Assistant