

Port of Umpqua

Regular Meeting Minutes
Wednesday, December 18, 2019 at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

President Keith Tymchuk
Vice President Carey Jones
Secretary Barry Nelson
Treasurer Lee Bridge
Asst. Secretary Deanna Schafer

Port Staff Present:

Port Manager Charmaine Vitek

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 Keith Tymchuk.
It was noted that a quorum of Commissioners was present for this meeting.

APPROVAL OF AGENDA:

There were no changes to the agenda, Commissioner Bridge made a motion to approve the agenda as presented, 2nd by Commissioner Nelson. Motion passed by unanimous vote.

APPROVAL OF BILLS:

Commissioner Nelson moved to approve payment of checks in the amount of \$4,998.04 to be paid out of the General Fund, 2nd by Commissioner Bridge. Motion passed by unanimous vote.

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Rural Renewable Energy Development Zone:

Brandi Medeiros with CCD Corp:

Brandi was requesting from The Port, a letter of support in favor of a Rural Renewable Energy Development Zone (Red Zone) as a special designation that would cover all of Douglas County.

These zones would work like the Enterprise Zone(s), offering tax exemptions for a period of 3-5 years for qualifying projects and facilities related to the generation of electricity from a renewable energy source, i.e. wind, solar, geothermal power or the production, distribution or storage of biofuels.

A sample of the resolution to be presented to Douglas County for consideration was included in the meeting packets.

The hope is by having these zones, it will offer another tool to entice potential employers to build a business in the area.

Barry: Very much against this idea. Many hours have been spent on this topic and he feels if it were developed it would be very expensive and make everyone's electrical bills higher than they are now.

Deanna: Are these zones only for producing renewable energy or can a business qualify if they used solar or wind energy?

A: The zones are only for the production and distribution of renewable energy resources.

- ✓ **Commissioner Jones made a motion to approve a letter of support from the Port of Umpqua for the Rural Renewable Development Zone in Douglas County with the understanding this doesn't necessarily mean there is a particular project being supported, 2nd by Commissioner Schafer. Motion passed by vote of 3 to 2 with Commissioner's Jones, Tymchuk & Schafer voting in favor, Commissioner Bridge abstained, stating he didn't have enough information to feel he was ready to decide, and Commissioner Nelson was opposed.**

2. South Coast Development Council Membership:

Shaun Gibbs, SCDC: Was returning to request an increased membership from the Port of Umpqua to SCDC. His original request was at the November 18, 2019 meeting, where he asked for a membership fee of \$10,000.

Commissioner Tymchuk voiced his appreciation for all that SCDC and Shaun have done for economic development.

Commissioner Jones stated he hadn't seen any results from SCDC. Shaun gave specific examples of projects that have been completed in the local area.

- ✓ **Commissioner Schafer made a motion to approve membership dues to the South Coast Development Council in the amount of \$ 7,500, 2nd by Commissioner Nelson. Motion passed by a vote of 4-1, with Commissioners Tymchuk, Schafer, Bridge and Nelson in favor, Commissioner Jones was opposed.**

After the vote, Commissioner Tymchuk did ask that Shaun come to the port meetings when he could to report on the progress SCDC was making on any local projects.

3. Pacific Coast Congress of Harbormasters & Port Managers Membership:

- ✓ **Commissioner Nelson made a motion to pay the annual membership dues to Pacific Coast Congress of Harbormasters and Port Managers in the amount of \$265.00 for the 2020 calendar year to be paid from the General Fund, 2nd by Commissioner Jones. Motion passed by unanimous vote.**

4. Workplace Harassment Policy:

The Oregon Legislature passed Senate Bill 479 which requires the establishment and adoption of a written policy to prevent workplace harassment, discrimination and retaliation. This new legislation will go into effect January 2020. Using a template provided by the state, Charmaine has created a new policy for The Port to adopt.

In July 2017 The Port had previously approved an earlier workplace policy which at that time was part of the requirements that year from SDAO in order to qualify for a portion of the 10% longevity credit. This new policy will replace the older one as it meets all the requirements mandated by the state's bill.

- ✓ **Commissioner Nelson made a motion adopt the proposed Workforce Harassment Policy and replace the policy previously adopted July 19, 2017 for the Port of Umpqua, 2nd by Commissioner Bridge. Motion passed by unanimous vote.**

5. Property & Liability Insurance Renewal:

In November Debbie McKinney had been at the port's meeting to explain why the insurance premiums are going to go up this year upon renewal. Debbie had explained that the replacement value has gone up 52% on the docks. The reason is because previous evaluations have not been completely accurate so SDAO had new evaluations done this year.

Deanna: Wasn't there discussion in the past about the possibility of not insuring one of the docks?

Yes, Charmaine and Debbie have discussed this again. The board does have the option to not have replacement coverage in the event of a fire or flood. The Port will still required to carry liability insurance. If the board were to decide not to continue with the replacement coverage on the Port Dock, it could save them \$6,353 from the price of the total premium. The value of that dock is \$6,095,000.

Keith requested to have Debbie come back to the January meeting so the board could ask what the specific ramifications would be if they do decide to not have replacement coverage. The item was tabled until the January meeting.

5a. SDAO Longevity Credit and Rate Lock Agreement Property & Liability program:

- ✓ **Commissioner Jones made a motion that the Port of Umpqua continue participation in the Special Districts Insurance Services Property and Liability Program through December 31, 2021 in order to receive the Longevity Credit and rate lock guarantee, and that the Port Manager be authorized to sign the agreement on behalf of the Port, 2nd by Commissioner Bridge. Motion passed by unanimous vote.**

REPORTS:

STAFF REPORT:

Karen sent a thank you note for the flowers.

Yesterday, Charmaine received notification from SDAO that her application for a Safety & Security Grant has been approved. In the past The Port has received these grants for staff equipment and the security cameras out at the Winchester Bay Dock. This grant will cover \$1,414 of the total cost for the security cameras recently installed at the Winchester Buildings.

S.T.E.P.:

Deb Yates: Reported that they are not sure what caused it, S.T.E.P. thinks it was due to green eggs getting jiggled but, they have had 65,000 eggs die. There are still about 20,000 eggs left. She has reached out to a gentleman who is very knowledgeable about hatcheries and hatchery issues. He will be coming to their board meeting on January 21, 2020 and plans to look around the S.T.E.P. facility to see if he can make any recommendations.

COMMISSIONERS:

Deanna: Will be out of the country and will not be able to attend the January meeting.

City Manager - Jonathan Wright, will have his last day at The City on December 31st. He is leaving the area to take care of his Mom. Deanna will be the interim City Manager for the next 6 months and will be working with the new Finance Director during the budget cycle. The City Council has decided to wait 6 months before looking for Jonathan's permanent replacement.

Lee: Still hoping to have a work session soon. Deanna won't be at the January meeting so the Commissioners decided to have the work session before the regular meeting in February so everyone can be present.

Carey: Had a thought regarding the IGA situation. Suggested the Commissioners think about The Port offering to help with waterway and dock improvements. The Port has access to government monies that The County does not, so it may be helpful.

Keith: He testified before the State Land Board about the Elliot Project, he also wrote a letter for the advisory committee. Noted that the Elliot had burned in the 1860's and if it isn't managed that could happen again.

The meeting was adjourned at 7:53 p.m.

The next Port of Umpqua Regular Meeting will be held January 15, 2020 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

Keith Tymchuk, President

Karen Halstead, Admin. Assistant