

**Port of Umpqua**

Regular Meeting Minutes  
February 19, 2020 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  
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 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 Nelson made a motion to approve the agenda as presented, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.

**APPROVAL OF MINUTES:**

Commissioner Nelson made a motion to approve the meeting minutes from December 18, 2019 as drafted and presented, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.

**APPROVAL OF MINUTES:**

Commissioner Nelson made a motion to approve the meeting minutes from January 15, 2020 as drafted and presented, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.

**APPROVAL OF BILLS:**

Commissioner Jones moved to approve payment of checks in the amount of \$5,474.67 to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Nelson. Motion passed by unanimous vote.

**PUBLIC COMMENT:**

**Tom Franzway, 550 Beach Blvd., Winchester Bay OR:**

He went to a meeting in Salmon Harbor today and it was obvious to him that there was a need for “local” management. He feels Paul and his staff do a wonderful job. The IGA was meant to be perpetual. He was asking that the Port of Umpqua board work with Douglas County to “refine” the IGA and work the troubles out of it, instead of terminating it altogether. This agreement is a living document that has worked for decades. Tom asked that the board “Amend it, not end it” when working with Douglas County on the IGA.

**REGULAR BUSINESS:**

**1. Appoint Budget Officer**

- ✓ **Commissioner Bridge made a motion to appoint Port Manager Charmaine Vitek as Budget Officer for preparation of the Port of Umpqua Fiscal Year 2020-2021 Budget, 2<sup>nd</sup> by Commissioner Schafer. Motion passed by unanimous vote.**

**2. Budget Committee Member application and reappointment**

Two positions on the Budget Committee expired at the end of December 2019. One member, Sunnie Hedden, who held the position before has expressed interest in re-applying. There have also been a couple of new applications that have been received. We have been informed there may be a couple more. This item was tabled until the March meeting so that all applications can be considered.

**REPORTS:**

**STAFF REPORT:**

Winchester Bay dock brought in \$6,567 in January.

Charmaine will be out of the office from Friday through Tuesday of next week.

**SALMON HARBOR MANAGER:**

**COMMISSIONERS:**

**Deanna:** At the chamber meeting last week made a motion to help the S.T.E.P. program. There have been many issues that have happened over the last couple of years. She wasn't sure of how much The Port gets involved with S.T.E.P. but wanted to mention it. Keith explained that The Port does help them quite a bit. When a specific need or project comes up, Deb Yates will bring it to the board.

Deanna got a phone call recently from one of the local fishing guides and he was telling her that a sturgeon season was going to be opened on the Columbia River. He was encouraging Deanna to contact the ODFW to advocate for a sturgeon season here. She spoke to Evan Leonetti with the ODFW and he told her that there is no immediate plan for ODFW to open any sturgeon fishing here.

The next Port of Umpqua Regular Meeting will be held March 18, 2020 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

The meeting was adjourned at 7:38 p.m.

**\*\*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:**

**Commissioner questions while signing checks at the end of the month:**  
**1/31/20:**

Deanna questioned the initial areas on the electronically transmitted forms.

Checks were signed by Commissioners Tymchuk and Schafer.

**Commissioner questions while signing checks at the 2020 meeting:**

Carey: Is the Les Schwab bill for the tires on the forklift?

Yes.

Checks were signed by Commissioners Schafer and Bridge.

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Keith Tymchuk, President

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Karen Halstead, Admin Assistant