

Port of Umpqua

Regular Meeting Minutes
June 16, 2021 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
Treasurer Lee Bridge
Asst. Secretary Scott Kent

Commissioners Not Present:

Secretary Barry Nelson

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:

Charmaine made two changes to the agenda, adding Item #4 – STEP Public Relations Support and Item #5 – Topics for Discussion. Commissioner Bridge made a motion to approve the agenda as presented with the amendments, 2nd by Commissioner Jones. Motion passed by unanimous vote.

APPROVAL OF MINUTES:

Commissioner Jones made a motion to approve the meeting minutes from May 19, 2021, as drafted and presented, 2nd by Commissioner Bridge. Motion passed by unanimous vote.

APPROVAL OF BILLS:

Commissioner Jones moved to approve payment of checks in the amount of \$27,389.84 to be paid out of the General Fund, 2nd by Commissioner Bridge. Motion passed by unanimous vote.

PUBLIC COMMENT:

Deb Yates: The chainsaw event will be happening from Thursday (tomorrow) through Sunday at noon. There will be about 39 carvers participating.

REGULAR BUSINESS:

1) PNWA Annual Membership – Charmaine:

This is money very well spent, PNWA advocates for dredging for The Port of Umpqua as well as many other waterway entities in the Pacific Northwest and she requested that the board approve the membership.

- **Commissioner Bridge made a motion to approve Pacific Northwest Waterways Association annual dues in the amount of \$730.00 to be paid from the General Fund, 2nd by Commissioner Kent. Motion passed by unanimous vote.**

2) Douglas Fast Net proposal for preparation for future fiber installation – Charmaine:

At a previous meeting Jim Zimmer reported that he is working on getting fiber internet into the RV Park in Salmon Harbor. The Port has also been considering getting internet out at the dock which would allow for the potential to upgrade the card reader on the hoist. Charmaine checked with Douglas Fast Net to see if The Port could piggyback with Salmon Harbor on getting the fiber laid down and trenched under Ork Rock Road. Initially she was given a quote of \$2,000. (Charmaine handed out a map of where the fiber would be laid, under Ork Rock Road and trenched down to where The Port Spit is located). The \$2,000 was within Charmaine’s spending authority and she was ready to move forward but when she got the final quote it was \$3,000. She was requesting that the board approve this phase.

Carey: Wasn’t Salmon Harbor going to take the fiber all the way to the oyster place?

Charmaine: Salmon Harbor is only going as far as the resort. This phase is just to get the fiber under the road and into a vault so it will be ready for the future.

- **Commissioner Jones made a motion to approve the quote from DFN to bore under Ork Rock Road and place a vault for future fiber to 499 Ork Rock Road in the amount of \$3,000 to be paid from the General Fund, 2nd by Commissioner Kent. Motion passed by unanimous vote.**

3) Maintenance Reserve Fund 10-year review – Charmaine:

According to Oregon Budget Law all reserve funds must be reviewed every 10 years. It’s been 10 years since the Maintenance Reserve Fund was reviewed. There is no motion needed, this item is for the board to review this fund and decide if they want to continue with the fund as is or make any changes. Charmaine’s recommendation was that it stay as is. The consensus of the board was to keep it as it is.

4) ADD: STEP Public Relations Support – Deb Yates

Deb asked to postpone this discussion until next month, she’s been working on the chainsaw event all week and hasn’t had time to gather what she needed to talk about this evening.

5) ADD: Topics for discussion

a) Possible sale of the Umpqua River Dock

Fred Wahl Marine recently contacted Charmaine and asked if the board would be interested in selling the Umpqua River Dock. This question has come up in the past from Fred and others. There has been quite a bit of research that has already been done on this in the past and Charmaine has it all in a file.

Scott: Mentioned that the property that Fred Wahl owns at the dock has frontage on the right of way. Scott offered to check into this further.

Keith: There has been a lot of research done trying to figure out the right of way situation, no one can find an answer.

Scott: He surveyed out there a few years ago and he agreed, he looked at the information dating all the way back to the 1930's and it is confusing and has changed over the years. He will look for more information regarding that right of way.

Charmaine: Asked if the board is interested in selling the dock and mentioned that Fred's request to buy it may have something to do with the M-5 Highway, she did not know this for sure.

Keith said he would consider it, Carey did not agree, he does not think The Port should think about selling riverfront property, Scott and Lee agreed with Carey. The consensus of the board was to wait on this for now and see what happens with the M-5 Highway.

b) Request from commercial fishing community to build a new dock at Umpqua Spit site

Charmaine: Passed around the plans from Pacific Dreams Seafoods for the Umpqua Spit site and pointed out where the fleet is requesting that The Port build a new dock. It would be located where the old boat repair shop was years ago. If the board were to decide to move forward with this project the very first thing that would need to be done is a Strategic Business Plan (SBP). The last time The Port did an SBP was in 2011, and state statute requires that an SBP be done every 10 years, so it's time for The Port to have it done again. Having an SBP is the only way that the State will consider helping fund any projects.

Keith: What kind of state funding can we get?

Charmaine: Was not exactly sure, she was only told that the State is willing to look at this for state funding assistance.

Keith: What agencies will The Port have to deal with for permitting?

Charmaine: All of them, there are about 13 agencies. Charmaine has talked with Scott about this since he has experience with this type of project from when he worked for Fred Wahl.

Scott: The Port would start out with a joint DSL Army Corp. application which will then trigger all the other agencies.

Keith: The first thing The Port needs to do is to get the process started for a new SBP.

REPORTS:

STAFF REPORT:

Charmaine: Received a very nice thank you note from Samantha Klier; she was a recipient of The Port's scholarship.

Jim Zimmer asked Charmaine to report to the board that Salmon Harbor is trying to get permitting for dredging. He will be meeting with the various agencies next Wednesday for pre-applications with all parties involved and get the information he needs to move forward. Keith felt that The Port should have a representative at that meeting and said that whoever goes can ask questions about a new dock. Charmaine and Scott both plan on attending.

FYI, Salmon Harbor has changed their engineering firm from Jack Aiken to Nor 'West Engineering.

COMMISSIONERS:

Keith: Had a conversation on Monday with Shaun Gibbs of SCDC. There was supposed to be a group of folks in town who are interested in developing the deployment and building capacity for offshore wind. Shaun wouldn't say who the company is but did say that the group is not interested in building the turbines themselves instead they are trying to anticipate what would be needed for offshore wind deployment and maintenance. The meeting was cancelled and will be rescheduled soon.

Keith spoke to Christian Walter and Christian asked if The Port would give him a price for the property he is leasing. Keith told him he would bring it to the board, and then they could discuss it further in July or August.

The meeting was adjourned at 7:43 p.m.

The next Port of Umpqua Regular Meeting will be held July 21, 2021 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:**

5/28/21

Commissioner questions from check signing at end of the month to be included in the June 16, 2021 minutes:

There were no questions.

Checks were signed by Commissioners Bridge and Tymchuk.

June 16, 2021:

Questions from check signing at the June 16, 2021 meeting:

There were no questions.

Checks were signed by Commissioners Jones and Bridge.

Keith Tymchuk, President

Karen Halstead, Admin. Assistant