

Port of Umpqua

Regular Meeting Minutes
October 20, 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 Eric Boe
Secretary Carey Jones
Treasurer Joe Mulkey
Asst. Secretary Scott Kent

Port Staff Present:

Port Manager Charmaine Vitek
Administrative Assistant Karen Halstead

NOTE: All items handed out at the meeting are available for view by public request.

Proceedings:

The meeting was called to order at 7 p.m. by President Keith Tymchuk.

APPROVAL OF AGENDA:

Two items were added to the agenda, Item #6 - DFN Fiber Installation and Item #7 - Connect Oregon Grant letter of support for Fred Wahl Marine. Commissioner Mulkey made a motion to approve the agenda as amended, 2nd by Commissioner Kent. Motion passed by unanimous vote.

APPROVAL OF MINUTES:

Commissioner Boe made a motion to approve the meeting minutes from September 15, 2021 as drafted and presented, 2nd by Commissioner Jones. Motion passed by unanimous vote.

APPROVAL OF BILLS:

Before the motion was made Commissioner Boe asked what the second check written to SDAO was for? It is for the 2022 membership due(s) to SDAO and OPPA.

Commissioner Kent moved to approve payment of checks in the amount of \$12,641.03 to be paid out of the General Fund, 2nd by Commissioner Boe. Motion passed by unanimous vote.

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Umpqua River Dock - Scott Kent:

Scott: (Referred to the map that had been included in the meeting packets) Provided some background on the reason for his research. Due to the M-5 project Scott wanted to make sure that The Port had legal right-of-way access to the Umpqua River Dock. He compared the deed from the sale of the property to Fred Wahl to a map that had been filed with the county surveyor and found that for the most part the two documents matched. He did find there is a zone of “unknown ownership” that is shown on the map. Scott proposed that The Port contract with a professional land surveyor to help determine if The Port does or does not have access to the Umpqua River Dock.

Keith: Is “unknown ownership” the phrase used on the map?

Scott: No, that was his wording to identify the area.

There was no further discussion, the Commission went directly to Item #2.

2. Surveyor for Umpqua River Dock Easement:

Keith: The Port has a dock, and we don’t know if we have access. Whatever the cost, it has to be surveyed. Keith stated he was on the commission when The Port sold the property to Fred Wahl. He still believes that The Port secured access to the dock but unless it can be proven it is a problem.

Scott: That area where the dock is located has other known issues regarding ownership of certain sections.

Charmaine: Contacted 3 surveyors, Stuntzner Engineering from Coos Bay, Will Dawson of Civil West Engineering who is also located in Coos Bay, and i.e. Engineering from Roseburg. She received responses from Stuntzner and Will Dawson and is still waiting for a response from IE Engineering. The requests were just made on Monday, so she was surprised to get the two responses this quickly. Does not want a motion from the board until all three proposals are available.

Civil West asked exactly what The Port needed, and Charmaine told them The Port just needs to know if there is an easement to the dock, not a whole survey. Once she receives the third proposal, she will notify the board and get that information to them. Knowing if there is access to the dock is important regardless of whether the M-5 project goes through.

Both Eric and Carey stated they have done business with Stuntzner, and both were very happy with their services.

3. Ratify letter of support EDA grant SCDC – Charmaine:

Charmaine was requesting a motion to ratify a letter of support that was provided to the Commissioners in their meeting packets.

- **Commissioner Mulkey made a motion to ratify the letter of support for EDA funding for the Build Back Better program to develop a Blue Economy Cluster in Oregon which was submitted to SCDC October 5, 2021, 2nd by Commissioner Jones. Motion passed by unanimous vote.**

4. Ratify Department of Land Conservation and Development (DLCD) public comment Charmaine: A couple of weeks ago she received and forwarded to the board a notice of public input and/or a public hearing to DLCD regarding additions that Fred Wahl wants to do. Scott suggested that The Port make a comment in support, so Charmaine polled the board by e-mail and all of the responses were positive. She was now seeking a motion to ratify the public comment that was made stating that The Port supported the development of a second haul-out slip at Fred Wahl Marine.

- **Commissioner Boe made a motion to ratify the comment submitted to the Department of Land Conservation and Development in favor of the Fred Wahl second haul out slip at the shipyard, 2nd by Commissioner Mulkey. Motion passed by unanimous vote.**

5. Consider Letter of Support for Zone Change Salmon Harbor - Jim Zimmer: Mike Babcock approached Salmon Harbor looking for some water-front property to build a tuna processing plant. After the recent sale of the Umpqua Spit to The Port, Salmon Harbor has very little land left that is zoned Marine Industrial. To accommodate this, Salmon Harbor is wanting to rezone property located along Ork Rock Rd. Right now, some of the property is zoned as Marine Commercial and some is zoned as Public Reserve.

Charmaine: Is this letter of support for the county?

Jim: Yes, so far, he has received quite a bit of support including from The City and Fred Wahl Marine.

Jim explained that the difference between Marine Commercial and Marine Industrial is that Marine Industrial does not require a storefront.

- **Commissioner Boe made a motion to approve a letter of support for a zone change in Salmon Harbor, 2nd by Commissioner Jones. Motion passed by unanimous vote.**

6. Douglas Fast Net (DFN) Fiber installation-Charmaine :

When Salmon Harbor had DFN do their trenching and installation of fiber to the RV Resort, Charmaine had asked DFN what they could do for The Port at the same time.

DFN did trenching and put in a vault for The Port to prepare the Umpqua Spit for fiber when it was needed, and internet access is now needed out there for the development that is happening.

The bid from DFN is for \$34,000 and according to DFN this amount should cover all of the work needed, unless there are some boulders that will need to be removed.

Carey: Did The Port say this would be done as part of the deal with Pacific Dream?

Charmaine: No, it is just part of the infrastructure that is needed out there, just like the power that The Port had PUD put in.

Charmaine: Without internet the hoist card reader is currently done manually with a thumb drive. Having internet would help dramatically in upgrading that system. If Pacific Dream does decide to create keycards for the fishermen, they will have to put in a system that is different than what The Port has used, that system is very outdated and antiquated. Right now, only Pacific Dream has keycards for the hoist.

Keith: It's The Port's property and The Port should do the upgrade.

Carey: Is this going to be directionally bored or trenched.

Keith: The bid states there will be both.

After some discussion there was a consensus by the Commissioners to make the motion with a "not to exceed" amount of \$34,000.

- **Commissioner Boe made a motion to approve the trenching and fiber installation on Ork Rock Road to the Umpqua Spit by Douglas Fast Net for an amount not to exceed \$34,000, 2nd by Commissioner Kent. Motion passed by unanimous vote.**

7. Connect Oregon grant support letter 10/2021 - Charmaine

Yesterday she received a request from Fred Wahl for a letter of support for a Connect Oregon grant.

- **Commissioner Boe made a motion to approve the letter of support for Fred Wahl Connect Oregon Grant funding, 2nd by Commissioner Kent. Motion passed by unanimous vote.**

REPORTS:

STAFF REPORT:

Charmaine: The auditor made her annual trip here recently and everything went well. Signe likes to get the audit done before the end of the year so she will probably be here to present it in November or December.

The Tyree Oil lease ends at the end of this month, so The Port is currently in negotiations with them to renew their lease. Tyree usually likes to lease five years at a time with 4 renewals over those years.

OysterGrower.com, the oyster guy who is located by the Port Dock at the Umpqua Spit, has not returned his access agreement. He has not been easy to work with nor has he shown proof

of insurance and at this point Pacific Dream could refuse him access, that is up to them, but our lawyers are still working on that.

The sale of Parcel 3 to Christian Walters is moving forward. The contract has gone to the title company and the closing date was set for November 15th.

The work to re-do the roof and the cleanup of all the damages from the last flooding incident have been completed. The carpets were cleaned last Friday.

The office that flooded has already been leased to E.L. Edwards Realty. James who had been in that front office actually needed more room and he has taken over the three offices in the "D" suite. The large area that had previously been leased by U.S.W.C.D., and some cubicles in the front quad are all that are available now.

SALMON HARBOR MANAGER:

Jim Zimmer: The big project is dredging. The feasibility study for a long-range dredging plan has been done. They have come up with the idea of using a portable suction dredge that could do 20,000 yards a year. The problem that has come up is dredge sediment disposal, because the "in water work period" is during the winter and the only place allowed to dispose of the sediment "in water" is two miles off the beach. That makes it really challenging. They have looked at up-land disposal and in harbor disposal. The dredge would be moving from 10-40% solids. If they were to fill in a basin somewhere Salmon Harbor doesn't have the room to build a basin big enough to build a settling pond. They had thought about trucking it off but there is a problem with how much that would need to be settled out; it would be more than what Salmon Harbor can do.

Eric: Can the settling area be in a tidal zone?

Jim: Salmon Harbor, Stewardship and Nor West Engineering have a meeting setup with the A.C.O.E. to discuss this. This is in the discovery phase and what they have discovered is that it is going to be a long battle to make it work. The purpose of this upcoming meeting with the A.C.O.E. will be to discuss what *will* make it work, because they are fully aware of what won't.

Salmon Harbor is currently applying for an individual permit for long-range dredging and that process is expected to take about three years to get it all together if they can.

Short-term, Salmon Harbor badly needs to get some dredging done, so they have done a JPA application for the Nationwide permit and they are going to try to tag on to the contract with the A.C.O.E. in the summer. Salmon Harbor has a head start on getting that permit in place. Hopefully the A.C.O.E. will have it in their contract before it goes out for bid. The alternative is Salmon Harbor requesting an in-water work period in the summer and contract dredging for 10-20,000 yards which would cover the Ossian's end of the break water area and the end of "A" Dock.

Salmon Harbor is also doing some riprap work along the east basin side of Ork Rock Rd., where some riprap was done last year. There will also be some riprap done in the area of the old cannery property.

In the last year Salmon Harbor has removed 7 derelict boats from the harbor. They will be hauling another one out soon and there are 3 more that Salmon Harbor is working on with the vessel owners.

Blue Box was very popular this summer, everything Jim heard about it was very positive. Keith stated he had been out there a couple of times and had not heard a negative word about it. The service was great, and people were having a good time. Jim felt that some of the other businesses in that area also benefited from Blue Box being there.

The county came up with money for the dump station, so the engineering work is about done, and they expect to go to bid next month with the hope of having construction going by March or April 2022. The tanks have been ordered and should be ready for next season. The dump station will be located in the same area as the old dump station. There will be two lanes and it will be card reader operated. One tank will be a storage tank that will allow Salmon Harbor to meter what is going into the wastewater treatment plant to help prevent the plant from getting overwhelmed.

The RV Resort had a busy year and were at about 90% occupancy all season. Wi-Fi was a challenge. The fiber is in place, but they still have old equipment from the previous system. Salmon Harbor is about to enter into a contract with a company that specializes in providing Wi-Fi for RV resorts. This company has a lot of customers including Yellow Stone, Grand Canyon and Death Valley. The company has been around for 35 years, and they have designed the whole system. Salmon Harbor will purchase the equipment, and then the company will install and manage it all.

Keith: Did Salmon Harbor change the on-line reservations?

Jim: Yes, that was a challenge. It is great for the customers but there were some issues for inhouse. There are still phone calls coming into the office but that will probably never change. The new system did however cut down a lot on the number of messages that are waiting to be returned each day and it helped open up the phone lines for in-coming calls.

Eric: What are the plans for “D” Dock?

Jim: When Jim first started at Salmon Harbor, Pacific Dream’s lease of The Port dock wasn’t in the picture, The Port had not bought the Umpqua Spit and now with these changes Jim feels there is the potential for a whole different dynamic with the east basin.

Jim feels there is a need for having a “C” and “D” dock again. He spoke with Commissioner Boice and a company who does harbor designs to try and get an idea of what it would cost to develop a plan. After talking to them Jim has decided to work on getting a rough draft plan done by the employees at Salmon Harbor. These are the people who know what happens in Salmon Harbor and what is needed. After they come up with a “dream” plan inhouse, then

they will break it down into phases and present it that way. In the plan Jim wants to include everyone who uses the harbor; ATV riders, charter boat clients, commercial and sport fishermen and high end RV'ers. Right now, Savannah is working on a conceptual sketch and then they will begin to prioritize the different phases.

Eric: How many docks in the west basin are unused right now?

Jim: The power has been removed from Dock 9; Dock 3 is completely boarded out because there is no water under Dock 3, and it would cost \$600-\$700,000 to dredge there. Before Salmon Harbor makes a commitment like that there has to be a plan.

This last summer Salmon Harbor held a meeting that included all of the regulatory agencies, including the A.C.O.E., GSL and ODFW to discuss the long-range dredging plan. The plan is to fill in the west basin with dredge spoils. That is the key to the long-range plan, but the challenge is that would take away a marine environment and therefore they need to give back some marine environment.

Estuary enhancement in the bay at Ork Rock Park was discussed; the bed along there could be brought up 3 feet and that would make for a better environment. The plan to fill in that area with dredge spoils is perfect because it would take the same amount of fill as the dredge needs to remove from the bay but the battle there is with the *regulatory* side of that plan.

Carey: Is there any plan to switch tanks back at the fuel dock with boats needing diesel.

Jim: Is going to just see how it goes. The fuel dock and Upland's fuel generates about 10% of Salmon Harbor's revenue. Last year diesel sales were down by about \$40,000. One of the issues is that the fueling system is so small and isn't sized for bigger boats. They have discussed options like bringing fuel trucks in or running a larger nozzle and pipe to the dock.

S.T.E.P. Deb Yates:

The Salmon Derby and Raffle generated enough money this year that she is not going to need the money she previously requested from The Port to help pay for Salmon Derby items.

COMMISSIONERS:

Joe: Has a small company working for him on his boat and the company has another customer with a big boat from Alaska that is wanting this company to build a wheelhouse for them. There is no where on this coast other than at the Umpqua River Dock that they can moor up. Joe thought there may be potential for this type of situation to be used to the Port's advantage. The Port could possibly advertise that it's available, if it actually is available with the agreement with Fred Wahl. He didn't know he just wanted to point out there may be an option for this.

Keith: Right now, it all depends on whether or not there is an easement to that dock.

Keith: He and Charmaine have spent a lot of time in meetings regarding the M-5 project. It has come up that The Port is not currently a sponsor of the M-5 project. Everyone assumed we were, The Port filed everything correctly, but as it turns out The Port is not. There was an error, apparently at the Federal level, where The Port's letter of sponsorship was inadvertently

filed as a letter of support instead. The Port can still become a sponsor but the timing of when that can happen is up in the air and this is a concern for everyone, The Port of Umpqua, San Diego, and the people in Bellingham. M-5 has to have an Oregon sponsor.

The Port of Umpqua needs this because there are federal dollars available on a 20/80 match that we could get but only if we are a sponsor of the project. This project is going to require a lot that needs to be figured out. The project has reached the point to where The Port needs to hire a consultant to proceed. There is a consultant who has been offering information and he may be someone who The Port would want to hire. There has been discussion of whether San Diego and/or Bellingham have the staff to offer some consulting to The Port of Umpqua. Some of the topics that have come up include security, space for staging materials and equipment.

Keith asked during the meetings what kind of investment The Port would need to plan on to make this all happen and he was told it'll cost about \$3,000,000. Even if The Port were to get a 20/80 grant that would still be a cost of \$600,000 to The Port and if there will only be one barge a month, he's not sure the return on that kind of investment would be reasonable.

Carey: Thinks The Port should look at the preliminary costs and what needs to be done with load limits, even if that is as far as The Port gets, it'll be information that will be available for in the future. There are stevedore companies that could possibly lease our services.

Keith: Wanted to let the board know that at a future meeting there will be a request to hire a consultant. This consultant guy who has been helping out at no charge has been very good, he may be an option.

After some discussion the Commission came to a consensus to have a complete engineering study done on the Umpqua River Dock; The Port Commissioners need to know everything about that dock.

Meeting was adjourned at 8:36 p.m.

The next Port of Umpqua Regular Meeting will be held November 17, 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:**

9/30/21:

Commissioner questions from check signing at end of the month to be included in the Oct. 20, 2021 minutes:

Carey: When signing the check to Pacific Coast Restoration (Check #6334, \$4,563.95) he wanted to know if this amount was what The Port had to pay or if The Port was sending this bill to the insurance company, and if they are, how much will The Port have to pay out of pocket?

A: This will be sent to the insurance company, but it is not the total amount we will be paying for this incident. This is the initial phase, clean up. The Port is paying it and then will send this to insurance to be re-imbursed for all except the deductible (\$1,000). Next will be the actual restoration that is needed in the offices that flooded. That too will be covered in this claim.

Carey: Was questioning the detail from the Whit Industries bill for hoist repair and asked if he was called out to fix the hoist or to inspect it. Whit was called out to inspect it, during that inspection he found things needing repair. There were items listed that Carey didn't feel needed to be done such as changing out the swivels. He said he'd bring this up at the meeting, therefore it should be in the minutes.

Carey: Wanted to look at the bill from Mark's Refrigeration. He asked if the Ice Machine broke down or was this another inspection.

A: The ice machine actually had broken down it was not being inspected.

Checks were signed by Commissioners Kent and Jones.

Questions from check signing at the October 20, 2021 meeting:

Commissioner Questions regarding bills from the meeting:

Carey: No questions.

Kent: Asked about Charmaine having to pay for Port supplies, and she explained when she pays cash, she then gets reimbursed.

Eric: During the motion to approve the bills, Eric asked what the second check to SDAO was for.

A: This check was for the SDAO and OPPA membership dues for 2022.

Checks were signed by Commissioners Jones and Kent.

Keith Tymchuk, President

Karen Halstead, Admin. Assistant