

## Port of Umpqua

Regular Meeting Minutes  
March 16, 2022 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 request.*

### **Proceedings:**

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

### **APPROVAL OF AGENDA:**

There were two additions to the agenda, Item 1A – Ratify Letter of support for the Main Street Program grant/City of Reedsport and when approving minutes, adding the approval of the draft minutes from the February 16, 2022 work session. Commissioner Kent made a motion to approve the agenda as amended, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.

### **APPROVAL OF MINUTES:**

Commissioner Jones made a motion to approve the meeting minutes from the regular meeting February 16, 2022 as drafted and presented, 2<sup>nd</sup> by Commissioner Boe. Motion passed by unanimous vote.

### **APPROVAL OF WORK SESSION MINUTES:**

Commissioner Jones made a motion to approve the work session minutes from February 16, 2022 as drafted and presented, 2<sup>nd</sup> by Commissioner Boe. Motion passed by unanimous vote.

### **APPROVAL OF BILLS:**

Commissioner Kent moved to approve payment of checks in the amount of \$10,456.97 to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Mulkey. Motion passed by unanimous vote.

**Keith:** Mentioned that other boards usually approve all of the items that had just been approved; meeting minutes and bills by acclamation vs. making individual motions on each item. He polled the board asking if the Port of Umpqua would want to start doing this at future meetings. It was the consensus of the board to approve these items at the same time from now on.

**PUBLIC COMMENT:**

**Deb Yates gave her S.T.E.P. report:**

Received good news for S.T.E.P. The people who had been in leadership roles at ODFW but were actually very anti-hatchery have been let go from their positions. They will be replaced by people who support the fisheries, and it appears that S.T.E.P. will again be a viable organization.

It was previously reported that S.T.E.P. wouldn't be getting any trout eggs this year but the new S.T.E.P. biologist was able to locate some steelhead eggs that will be coming to the hatchery from Coal River hatchery, this will allow S.T.E.P. to test the new incubation system.

**REGULAR BUSINESS:**

**1. Ratify letter of support Port of Coos Bay**

- **Commissioner Boe made a motion to ratify the letter of support for the Port of Coos Bay North Point Development sent February 23, 2022, 2<sup>nd</sup> by Commissioner Kent. Motion passed by unanimous vote.**

**1-A: Ratify letter of support for the Reedsport Main Street Program grant to City of Reedsport**

- **Commissioner Mulkey made a motion to ratify the letter of support for the Reedsport Main Street program, 2<sup>nd</sup> by Commissioner Kent. Motion passed by unanimous vote.**

**2. M5 Marine Highway project**

**Keith:** Had asked Rob Smith to send the details of his concerns and thoughts on the M-5 program in a letter so the other commissioners could get the information he's provided directly from him. In the letter Rob stated that the barriers on the project for the Port of Umpqua seem insurmountable. It would require an estimated \$1.5 million for land improvements and equipment, and an estimated \$500,000 for water permitting and dredging just to get started. If The Port had a significant piece of business in mind that was committed to the service, this may change the mindset for this opportunity but there really isn't a client right now. The Port had been led to believe that there were Oregon manufacturers of wood products that were in on the project, and it turns out there is not at this time. A once-a-month service to The Port of Umpqua would be challenged by a lengthy permit process; it would be late 2024 before getting the dredging which means startup wouldn't happen until 2025. The next question is how will The Port get paid? Charmaine said this had been asked several times and has never been answered.

Keith was excited about the project in the beginning but as it turns out there are so many unknowns, about the costs to get started, how much ROI would The Port receive and more. Ideally the route would be a two-way stop. Stopping here on both trips from Bellingham to San Diego and back but as it turns out there would be no stop coming from San Diego, they will be hauling empty containers.

The Port needs to find out from other ports who actually have non seafood products going out, how much would The Port need to have coming across the dock to pay for the trip.

**Scott:** It was exciting in the beginning but now he doesn't feel the project is feasible.

**Carey:** Recently spoke to a longshoreman from North Bend who went and looked at the Umpqua Wharf and he told Carey there was no way The Port would be able to do it. The Crane would cost between \$800,000 to \$1 million, and The Port doesn't have any land around the dock for any product. Carey agreed with Scott, this project doesn't appear feasible after getting Rob's information.

**Charmaine:** The Port needs to let Bellingham and San Diego know whether it's going to be done or not.

Charmaine added she just received an executive summary of the inspection on the Umpqua Wharf from Moffat & Nichol. Scott had joined them when they did the inspection. The report states that the dock is in a lot better condition than was expected. No major defects were observed, and the wharf can be operated under the current posted weight limits. A more in-depth report will be coming from Moffat & Nichol, this summary was sent so she could update the commissioners at the meeting tonight.

**Scott:** It was in much better condition than he had anticipated. The prior repairs that have been done to the wharf are holding up nicely.

**Order of agenda items were rearranged. It was decided to go to the Staff/Salmon Harbor and Commissioner reports and then return to Item #3 since Commissioner Kent was not going to participate in that item.**

#### **REPORTS:**

##### **STAFF REPORT:**

The budget calendar was handed out, please make note the Budget Meeting will be held May 18, 2022.

Also provided as an FYI was the IGA established between Business Oregon and The Port of Umpqua. When the SBP was done in 2011, part of that plan was for The Port to enter into an IGA with the State. A requirement of that IGA was that ports have a Commission and Government Bylaws policy. That policy was also provided.

### **SALMON HARBOR MANAGER:**

**Jim Zimmer:** Have disposed of a couple of more derelict boats this week. The Marine Board's "Clean Marina Program" is helping to fund this.

Preconstruction conference for the dump station is tentatively set for Friday morning, construction will start soon, with the goal to have it completed by the end of May.

The dredging JPA was submitted, sediment evaluation has been extended through 2022 only. If dredging doesn't get done this year Salmon Harbor will have to have new sampling done next year and that will cost an estimated \$70,000.

The consultants are in contact with contractors that are expected to be bidding on the Corp's project in the harbor. Salmon Harbor budgeted \$250,000 for dredging and that will hopefully take care of the high priority areas; end of break water and about halfway down "A" dock.

**Charmaine:** Has the Corp said they are going to dredge the marina this year?

**Jim:** They haven't said, his understanding is that the Corp doesn't make that determination until the federal budget is approved and then they prioritize what can be done with the money they have.

**Carey:** How did the zoning project go?

**Jim:** It has been rezoned. Will be contacting Mike Babcock and letting him know.

### **COMMISSIONERS:**

**Carey:** Would it be possible to get a status report from PDS on how things are going? Would like to see their timeline for building and the seafood market they mentioned during their initial presentation.

**Joe:** He thinks it will be at the last minute. They are facing the high costs of building anything right now, even if they wanted to spend the money, there is a shortage on available materials. The wait time on getting materials is months out.

**Keith:** Requested that Charmaine contact the people from PDS to come to a future meeting and give an update.

**Joe:** He has been in contact with PDS wanting to know what their plan is. He's really hoping to eventually get another dock built in Winchester Bay. He thinks PDS has full intentions of complying with the lease, but they are building a large plant in Bellingham right now and they are trying to get a dock built in Astoria.

**Keith:** Joined the potential developer for the new recreation area in a zoom meeting with the legal representatives of the owners of the property they are interested in. The meeting went very well, the owners are interested; they were very clear that they want to see the property go to a use that will benefit the community. There was some discussion about price between the owner's legal team and the developer. As it turns out the owners have mining rights to the

property, neither the Forest Service nor the State want to do that, so everyone agrees they'd like to see the property go for a different use.

Keith asked the developer what he thought The Port's role would be in this project. First, the developer would like to secure an option with the owners to make sure they can get the permitting needed before investing in the property. The developer said they saw The Port's role as this being a joint venture with them. It was mentioned that this may be an "LLC" with The Port listed as a participant in that. Keith had Charmaine contact SDAO to see if it would be allowed, SDAO didn't know so Charmaine contacted Carrie with Local Government Law Group who first said The Port may not be able to participate in an LLC with a private entity, but she plans to look further into this. Whether The Port can or not the developer would still like The Port involved in some way.

Keith spoke to The County who owns the adjacent property, and they didn't have any concerns with that adjacent property being part of the project.

Keith mentioned the project to Deanna at The City and found out The City is in the process of redefining its enterprise zone lines. The enterprise zones do not have to be within The City and Deanna asked if it would be beneficial to include this property in the enterprise zone. Keith brought this to both the legal representatives for the owners and the developers and both are very interested in that enterprise zone process.

Contacted Brandy at CCD who is going to meet with everyone soon to explain the advantages and the requirements of an enterprise zone.

At this point the critical factor will be whether the owners will allow the developer to have an option period so they can do their due diligence but that has yet to be determined.

**Carey:** Has the owner of the IP Property been contacted about any of this yet? With the amount of irrigation water they will need, that reservoir at the IP Property could be really beneficial.

**Keith:** It has been mentioned but the discussion hasn't gone in that direction. It should at some point. There are different options, but the project hasn't moved that far yet. It is something that should be done at some point.

### **3. District Manager applications discussion: (Due to a conflict of interest as he was one of the applicants, Commissioner Kent left the meeting at 7:53 p.m.)**

The Port received 4 applications for the position of District Manager. The Commissioners with the exception of Scott were previously provided all of the applications before the meeting so they could go over each one. The Commissioners were polled on which applicants they felt should move forward to the interview phase. The applicants were referred to by numbers. It was the consensus of the Board to interview applicants' 1, 3 and 4.

It was decided the interviews will all be at a special meeting on March 25<sup>th</sup>. Charmaine had compiled a list of questions to ask during each interview and asked the Commissioners if they

had additional questions to provide them to her so she could add them to the list so each applicant could be asked the same questions. The interview process will be based on a rating system with each applicant being rated on their answers.

**The meeting was adjourned at 8:07 p.m.**

The next Port of Umpqua Regular Meeting will be held April 20, 2022 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:**

**2/28/22:**

**Commissioner questions from check signing at end of the month to be included in the March 16, 2022 minutes:**

**Carey:** What was the “backflow” testing done on for Umpqua Valley Fire’s check?

**A:** It’s testing that they do every year at the Umpqua Wharf to check the pressure in the lines. Checks were signed by Commissioners Boe and Jones.

**Questions from check signing at the March 16, 2022 meeting:**

There were no questions.

Checks were signed by Commissioners Jones and Scott.

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Keith Tymchuk, President

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Karen Halstead, Admin. Assistant