

Port of Umpqua

Regular Meeting Minutes
June 21, 2023 at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

Secretary Carey Jones
Treasurer Joe Mulkey

Commissioners Not Present:

President Keith Tymchuk
Vice President Eric Boe
Assistant Secretary Deborah Yates

Port Staff Present:

Port Manager Scott Kent
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 Secretary Carey Jones.

It is noted that there was **NOT a quorum of Commissioners present for this meeting, no business requiring a motion to be conducted; it will be tabled for the July 17, 2023 meeting.**

PLEDGE OF ALLEGIANCE

CONSENT AGENDA – All items listed are considered routine and will be enacted by one motion.

- **APPROVAL OF AGENDA: Item #6 – S.T.E.P. Grant Request was requested to be added.**
- **APPROVAL OF MINUTES: May 17, 2023**
- **APPROVAL OF BILLS: \$3,831.37**

No motion made due to lack of a quorum.

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Insurance update, Juul; Kriston Correll

Kriston provided hand-outs showing details on the new benefits SDAO's health insurance is offering this year. The rate for SDAO's health insurance premium went down 3% this year, the rate decrease was partly due to some different age ratings for The Port. In comparison of Pacific Source, Direct Regence and Moda to the SDAO rates, SDAO coverage was overall much better. Kriston pointed out that the plan SDAO offers aren't available on the open market. Kriston recommended that The Port stay with SDAO.

Last July SDAO began conversations with SAIF for Worker's Compensation Insurance because SDAO was seeing their projected losses were in a trajectory that would not be sustainable, and their money pool wouldn't be healthy.

SDAO has decided to partner with SAIF which is going to cost about \$200 less for coverage than The Port paid last year for the exact same coverage that was provided by SDAO. The Port's premium for the year will be \$434.09. SAIF also offers a bit of a kick-back if there haven't been any losses at the end of the year. It may be just a few dollars but that is something SAIF offers. Kriston recommended that The Port purchase the plan offered by SAIF.

No motion due to lack of a quorum.

2. Enterprise zone Boundary Change for Lower Umpqua Enterprise Zone (Tabled)

3. Staff Salaries – Scott Kent

Scott looked at the inflation rates for this last year and he decided to give a 6% "across the board" increase and in addition he is proposing a 2% merit increase for the Administrative Assistant position. This will help get Karen's wages closer to what she should be making.

Carey: Why is Charmaine still listed as a consulting manager?

Scott: Just in case, Scott has used her for 4 hours this year. If the commission wants to take her off as an employee, he could do that and send her a 1099 at the end of the year if her services were used. Scott said he would take that position off for the next meeting; he is confident that Charmaine will help him if he does have a question.

4. Sloan Wharf Inspection

Carey: If The Port were to purchase the old Hallmark property, is there room in the budget for a couple of additional employees? Or would The Port have to do a supplemental budget?

Scott: It would require a supplemental budget. The whole process if The Port were to purchase the property would take years for the permitting, engineering, and financing. If it looks like that is going to happen next year, Scott will add a line item to cover extra employee(s).

Scott: Is The Port still interested in the Sloan Property?

Carey: He didn't think so, he likes Joe's idea. If The Port is going to spend that much money, it would cost a lot to repair the Sloan property. It would make more sense to put that money into brand new stuff and then there wouldn't be any worries.

Scott: Just to have engineers look at the Sloan property the bids received were \$11,000 to almost \$20,000.

Carey: That money could be better spent on the Hallmark property. He also pointed out that the Hallmark property is located on a federal channel so that helps with any potential dredging.

5. Lane Council of Governments; Memo #4 (SBP) (Tabled)

Scott: Spoke to Henry and asked if he would postpone presenting his information until July, Henry said "No problem". Scott reminded the Commissioners that there will be a long meeting in August, starting with a work session at 5:30 to continue moving forward with updating the SBP.

6. S.T.E.P. Grant Request (Tabled)

Joe: Asked if Deb has asked England Marine for donations. It may be a good idea to help replace the Sportsman's Warehouse.

REPORTS:

STAFF REPORT:

There was about \$5,000 in poundage from PDS that came over the dock in May.

SALMON HARBOR MANAGER:

No Report

S.T.E.P. Deb Yates:

No Report.

COMMISSIONERS:

Carey: Did The Port get a card from Tristan Corey? Yes, and Scott also spoke to him and as soon as the fiscal year switches over Scott will send out a check for his scholarship.

The meeting was adjourned at 7:27 p.m.

The next Port of Umpqua Regular Meeting will be held July 17, 2023 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:**

5/31/23:

Commissioner questions from check signing at end of the month to be included in the June 21, 2023 minutes:

There were no questions.

Checks were signed by Commissioners Jones and Yates.

Questions from check signing at the June 21, 2023 meeting:

There were no questions.

Checks were signed by Commissioners Jones and Mulkey.

Keith Tymchuk, President

Karen Halstead, Admin. Assistant