

Port of Umpqua

Regular Meeting Minutes
February 21, 2024 at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

President VACANT
Vice President VACANT
Secretary Carey Jones
Treasurer Joe Mulkey
Assistant Secretary Deborah Yates

Port Staff Present:

Port Manager Scott Kent
Administrative Assistant Karen Halstead

Public Present: Dana Ferguson, Ed Balfour, Jim Zimmer, Randy DuVal, Patrick Roelle Sr., Linda McCollum & Patrick Roelle Jr.

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 was noted that a quorum of Commissioners was present for this meeting.

PLEDGE OF ALLEGIANCE

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

- **APPROVAL OF AGENDA:** As presented.
- **APPROVAL OF MINUTES:** Work Session January 11, 2024 & Regular Meeting January 17, 2024
- **APPROVAL OF BILLS:** \$8,499.56

Commissioner Mulkey made a motion to approve the Consent Agenda as presented, 2nd by Commissioner Yates. The motion was passed by unanimous vote.

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Fire alarm fix and upgrades:

Scott: We had the local fire department perform an inspection on August 22, 2023 and they discovered a few violations. First, the emergency lighting was inoperative; this has since been fixed by Umpqua Valley Fire.

Our smoke detectors and automatic door closure devices do not currently work. As a stop-gap measure, I have installed some battery powered smoke detectors. I do not believe that a smoke detection system has been operational at all during the ownership of the Port Business Development Center.

Opening protection in smoke barriers shall be protected by automatic closing devices actuated by the required controls for the mechanical smoke control system. Currently, the doors are propped open by wedges vs. magnets.

I obtained a quote from C & S Fire Services (Roseburg, Oregon), recommended by the local fire department. The amount to fix the smoke detectors and automatic door closing mechanisms, with cellular connection for monitoring was \$4,457.00.

I obtained a verbal quote from Alarm Solutions, Inc. (Eugene, Oregon). He thought he could get the system up and running for about \$2,500. However, he thought it was possible the project could expand due to the number of unknowns and age of the system.

Scott recommended to retain CNS Fire Services to bring up the smoke detector system and alarm online.

- **Commissioner Yates made a motion to retain CNS Fire Services to bring the smoke detection system and alarm online.**

Questions –

Joe: Asked how the automatic door closures work?

Scott: The magnets hold the doors open and if a fire is detected it releases the magnets allowing the doors to close automatically creating a fire door.

Motion was 2nd by Commissioner Mulkey. The motion was passed by unanimous vote.

2. Appointment of two commissioners:

Carey: There were 2 openings and The Port received 5 applications. There was a work session earlier this evening discussing the applicants.

- **Commissioner Mulkey made a motion to nominate Donna Train and Randy DuVal to fill the two vacant Port Commissioner Positions, 2nd by Commissioner Yates. The motion was passed by unanimous vote.**

3. PNWA Sponsorship:

Scott: The Pacific Northwest Waterways Association (PNWA) is requesting sponsorship for their annual trip to Washington for lobbying. Last year, the Port provided Bronze level support in the amount of \$500. There are other levels; Silver is \$800, Gold is \$1,000, Platinum is \$1,500.

Sponsors gain exposure on their website and social media, their newsletter, and online meeting materials. Last year The Port donated \$500.

Joe: What exactly are they lobbying for?

Scott: Dredging and port related business.

Carey: Was impressed with PNWA's stance on wind-energy along the Oregon Coast. They fought hard against it.

There was discussion on how much The Port should donate, based on The Port size it was agreed that \$500 was a good amount. Last year when The Port donated \$500, they were very appreciative.

- **Commissioner Mulkey made a motion to support the PNWA mission to Washington in the amount of \$500, 2nd by Commissioner Yates. The motion was passed by unanimous vote.**

4. Signing authority for the Port Manager for customers who use the Reedsport wharf to unload:

Scott: The contract drafted by our attorneys had signature lines for two commissioners. I asked her if I could sign, and she answered that I could be granted authority by the board.

Joe: Wanted to add to this particular discussion, and asked if there was anything that the Commissioners could think of that could be discussed and decided now that is limiting the ability of Scott saying yes to a buyer who wants to come and buy from the Umpqua River Wharf.

Scott: He did add he is still working on the easement issue.

- **Commissioner Mulkey made a motion to allow the Port Manager signing authority for contracts related to the offloading of product at the Reedsport Wharf, 2nd by Commissioner Yates. The motion passed by unanimous vote.**

REPORTS:

STAFF REPORT:

We are making progress on moving the hoist to the Umpqua River Wharf. Scott has contracted with an architect who is getting bids from electrical engineers and civil engineers to route electricity to the hoist motor and to figure out how to supply wash-down water.

There is another project in the works. The perimeter railing around the wharf is wooden and it is rotted. Scott is going to solicit bids to replace that railing, possibly switching from wood to steel pipe. This is a serious safety issue.

Deb: Asked if Scott had met with Deanna at The City about trucks driving down there?

Scott: He did have a meeting with Deanna, and he clarified where the trucks would be driving, she thought they would be traveling down along the water and that is not the case. The trucks will be traveling along Port Dock Road up to the intersection next to the train trestle bridge, and not under that bridge. She was satisfied with that answer.

The other topic Scott wanted to discuss was the Providence tide gate. There has been an onsite inspection and progress being made on the grant writing. This will be a very long project, if The Port can get the funding as planned, construction won't begin until at least 2026; it's a very long permitting process. The Port has engaged USWCD with the MOU adopted last month and Scott will be meeting with Mark Holiday onsite tomorrow to add a Port lock to the lock chain so we can gain access to the site whenever it is needed.

Elkhorn Electric recently replaced all of the exterior lights, converting them from fluorescent to LED. They are on all of the time, and the fluorescents weren't working out very well.

SALMON HARBOR MANAGER:

Jim Zimmer: Right now, they have been overhauling whalers on Dock #2. The big project right now is the early stages of working on a Salmon Harbor Master Plan with the hope of coming up with a vision for the future. The Market Study is being done right now. It appears that the consultants are touching on the things that concern Salmon Harbor. Jim wants the focus to be on any opportunity for growth in the Commercial Fishing fleet and what is needed to be a more attractive harbor for that. The consultants are reaching out to other harbors for ideas and how they are operating and how to secure funding. This will be a yearlong project.

In the East Basin they are brainstorming ideas of how to make the East Basin and Beach Blvd. to become more of an activity center than it is now.

Jim did create a 12-person advisory committee with representatives from Oregon State Marine Board, Travel Oregon, Business Oregon, Oregon Coast Visitors Association, local merchants, commercial fishermen, local residents, and Salmon Harbor folks. The goal is to have a well-rounded committee yet keep the group small enough to allow for progress.

Carey: What's the future look like for your dredging?

Jim: Some of the dredging will depend on the Master Plan. For immediate dredging the hope is to get the end of "A" Dock done when the Coast Guard gets their dredging project done. This is assuming the Coast Guard gets it done. Last year they had hoped to, but it didn't happen. The Coast Guard dredging uses smaller equipment than what was used last year on "A" Dock.

Jim discussed some of his visions for the Master Plan. The question of security came up. Jim has been thinking about security, he has put some money aside for an approach and gate to the

docks. Oregon Coast Visitor's Association may have funding available to promote the Commercial Fleet selling from the docks, and part of that could be a security gate for the Commercial Dock. If that comes through his plan is to place one on Breakwater and one on "A" dock due to its location being open for potential of vandalism. The system Jim has looked at allows for immediate access to be cut off for a particular individual. It would also allow new codes to be activated for new deck hands. It can be programmed so the gate stays open during certain hours and then would automatically lock in the evening.

Carey: Asked about the status on the crabbing dock.

Jim hasn't heard he just knows there was damage done during the recent storms and high tides.

S.T.E.P. Deb Yates:

Yesterday S.T.E.P. lost 20,000 small fish because a Salamander got into the system and somehow cut off the water. They are trying to figure out a way to rebuild the system to prevent this from happening again.

S.T.E.P. is currently considering doing a 5-year experiment by releasing 25,000 pre-smolts up Winchester Creek so they can release themselves from the estuary when they are ready. 3-years ago S.T.E.P. wasn't allowed to fin-clip, so 65,000 pre-smolts were released at the trap and now 3-years later they have returned bigger and healthier, providing very healthy eggs. The experiment is to see if in 5 years these fish will return bigger and healthier.

COMMISSIONERS:

Joe: There were a couple of things he learned at the conference. They strongly suggested that The Port get a .gov website instead of what we have. One reason this was recommended is because using a .gov email significantly reduces emails being sent from The Port ending up in SPAM folders.

Another advantage of having a .gov domain is that you will never lose it if you don't pay to retain the domain name.

Another recommendation from the conference was to have a place to sign-up for a newsletter.

Karen: There is a link on the front page of our current website to sign-up to be on our regular mailing list. The Port doesn't currently have a newsletter, but the mailing list is kept up to date for the future and is used for meeting notices and agendas.

Another suggestion was to sign up for an Amazon "Smile" account. By having one of these people can sign up for The Port's Smile Account and then small donations are received when a person makes an Amazon purchase.

Carey: Thanked everyone who applied for the vacant Commissioner positions. The Port wants to grow and be more involved in helping create more jobs in the area and possibly move away from the waterways business since The Port doesn't have a lot of property on the

water. He's hoping The Port will reach out to any new entrepreneurs coming to the area and see if The Port can help them move forward.

The SDAO Conference he recently attended was the first he'd been to, and it was eye-opening. It was interesting to see how much other ports knew about The Port of Umpqua. It was good to see where some of the representatives and senators are going to help the waterways.

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

The next Port of Umpqua Regular Meeting will be held March 20, 2024 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:**

1/31/24:

Commissioner questions from check signing at end of the month to be included in the February 21, 2024 minutes:

There were no questions.

Checks were signed by Commissioners Mulkey and Yates.

Questions from check signing at the February 21, 2024 meeting:

There were no questions.

Checks were signed by Commissioners Yates and Mulkey.

Carey Jones, Secretary

Karen Halstead, Admin. Assistant