

Port of Umpqua

Regular Meeting Minutes
April 17, 2024 at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

President Carey Jones
Vice President Joe Mulkey
Secretary Donna Train
Treasurer Randy DuVal
Assistant Secretary Deborah Yates

Port Staff Present:

Port Manager Scott Kent
Administrative Assistant Karen Halstead

Public Present: Linda McCollum, Kevin Ladd, and Dana Ferguson

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 Carey Jones.

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:** March 20, 2024
- **APPROVAL OF BILLS:** \$9,695.75

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

PUBLIC COMMENT:

Kevin Ladd, Reedsport, Gardiner & Winchester Bay S.T.E.P.:

He was at the meeting to talk about the S.T.E.P. Labor Day Fishing Derby. Every year in the past S.T.E.P. has had major supporters who would donate between \$1,000 - \$1,500; tonight S.T.E.P. was requesting a \$1,500 donation from The Port to help buy prizes for the raffle drawings. The prizes are bought from England Marine who sells the items to S.T.E.P. “at cost”. Previously Cabela’s and Sportsmen’s Warehouse were major supporters but after a

change of management they no longer donate to S.T.E.P. Kevin mentioned other donors in the area that are helping them again this year.

- **Commissioner Mulkey made a motion to donate \$1,500 to S.T.E.P. to help pay for raffle prizes for the S.T.E.P. Salmon Derby, 2nd by Commissioner DuVal. Motion was passed unanimously by Commissioner's Jones, Mulkey, DuVal and Train. It is noted that Commissioner Yates abstained from the vote stating a conflict of interest because she is the President of S.T.E.P.**

Dana Ferguson, PDS Representative: Found a mechanic from Aurora Crane to work at the dock, he expects to have the work done by tomorrow. Elkhorn Electric was at the dock and reported that the existing crane takes 220/3-phase. The goal is to get the new crane in A.S.A.P.

REGULAR BUSINESS:

1. Formal election of the President

After the election last month, it was discovered the nomination of President wasn't done following The Port's By-Laws.

- **Commissioner Train made a motion to nominate Carey Jones to the position of President, 2nd by Commissioner DuVal. Motion passed unanimously.**

2. Consideration of bids to repair failed portion of wood curb on the Reedsport Wharf.

Scott: A section of 12x12 treated wood curb has failed on the Reedsport Wharf and needs to be repaired. I asked for three bids to repair the curb and received the following:

FWMC	\$13,728.32
Billeter Marine	\$37,633.38
Tim Wicks	\$28,900

Randy: Does that include timbers and everything?

A: Yes.

- **Commissioner Mulkey made a motion to accept the bid from Fred Wahl Marine in the amount of \$13,728.32 to repair the Reedsport Wharf curb, 2nd by Commissioner Train. Motion passed unanimously.**

3. Topographic survey for the Reedsport Wharf

Scott: A survey of the Reedsport Wharf is the first step required for planning the water, electrical, and accessibility requirements for the hoist-move project. We received an estimate from Civil West, who I propose we retain as the civil engineer, for a topographical survey of the site in the amount of \$7,500. Scott explained what a topographical survey is, and what it is used for.

Carey: Is that going to cover just the wharf, or will it encompass the area he & Scott walked around when they were looking at the wharf?

Scott: It will just be the wharf, the driveway, Port Dock Rd., the North/South portion and also the East/West portion to the railroad bridge.

- **Commissioner DuVal made a motion to retain Civil West to perform a topographic survey of the Reedsport Wharf site in the amount of \$7,500, 2nd by Commissioner Mulkey. Motion passed unanimously.**

4. Preliminary architectural services for Reedsport Wharf hoist move.

Scott: I have engaged HGE Architects to assist with the preliminary planning for the Reedsport Wharf hoist move. I received permission from the commissioners via email for a preliminary budget of \$10,000. This business item codifies that amount. The architect is assembling a team of electrical and civil engineers to put together a working budget for the hoist move.

Randy: The hoist is sitting at the dock, isn't there a set of plans from when the hoist was put there?

Scott: Not that he is aware of, the hoist is quite old. The Port is working to run electrical and hydraulics to it.

Randy: Are you going to put in extra electrical outlets as well?

Scott: Yes, there are a couple of lights that we'll try to eliminate.

Randy: He's talking about when they are working to unload products. There will be extra outlets needed for shore power.

Joe: When asked Joe said most boats use 110.

Joe and Scott decided they will go down to the wharf and look to see what may be needed.

- **Commissioner Mulkey made a motion to retain HGE Architects for preliminary architectural services related to the Reedsport hoist move in the amount of \$10,000, 2nd by Commissioner Train. Motion passed unanimously.**

REPORTS:

STAFF REPORT:

Scott:

- The existing fire alarm system was not operable. It is now. There are six smoke detectors and one heat detector (in the HVAC system) tied to the unit. Additionally, cell service monitoring was installed and monitoring for the next year is part of the original estimate. A horn and light alarm were installed in the hallway. The doors now automatically close as the magnets are now working. The fire alarm system in the Winchester Buildings is now working. In the event of a fire, it will automatically call the Fire Department and Scott.

- Many of the lights are failing in the Grayguns offices as the fluorescent light ballasts are dying. I contacted Elkhorn Electric to get an estimate for their replacement with LED's and they came back with a budget of around \$2,000 or less.
- The poundage received last month from PDS was \$4,374.
- The back-flow device adjacent to the Reedsport Wharf has been repaired at a cost of \$940. Umpqua Valley Fire re-inspected the back-flow device and approved its function at a cost of \$55.

Joe: There is a Federal program that works with the power company who will help with the costs when you switch to LED's. Joe said they are installing them in his shop, and they will only have to pay \$5/light. Scott said he would look into that.

Karen: The Oregon Ethics Commission is offering training at no cost. There will be one of the training events in Drain on June 6th. If anyone is interested let her know and she'll get them registered.

S.T.E.P. Deb Yates:

The fish are doing very well. There was one tank where the fish weren't as healthy, so Deb took some samples up to Corvallis. They didn't find anything wrong. Elk River Hatchery has 67,000 pre-smolts and the S.T.E.P. Hatchery has a similar amount. S.T.E.P. is experimenting with 25,000 of the pre-smolts and are going to release them further up Winchester Creek to see if they thrive better when they are released instead of placing them in the net pens first which stresses them.

Found out that in 2025 Roseburg Forest Product's is going to start logging above where there is a little S.T.E.P. creek that runs into the lake, this creek is the main source of water even though it's not a lot. Deb is going to start experimenting on the little creek to see how wide it is and how much water flow it has all year round and, they will try to trap some fish to see if there are any in that creek.

Fin clipping will be in mid-May to June 1st and that'll take about 4 days.

COMMISSIONERS:

Deb: Won't have a biologist for a while due to shifting in positions at ODFW, so Fabian, who is a technician, is going to step into Levi's place to help S.T.E.P. in his absence.

Carey: The State has put together budget information for schools across the state. Reedsport is going to have to cut \$600,000 out of their current budget due to the State shortening Reedsport by this amount. This is going to result in Reedsport having to close the schools 2 weeks early this year. This is affecting all of the schools across the state. Graduation will be June 9th; the last day of school will be June 8th and there won't be anyone at the schools after that so if anyone has an event scheduled there after June 8th they will need to notify the school. Reedsport will have to cut \$1.3 million dollars out of the \$10 million dollar budget due to the State mis-calculating the state funding. Reedsport is better than some schools for

example the Bend schools will have to cut 140 positions from their budget; 60 will be cut this year and 80 positions the next year.

Carey asked what happened to the money The Port donated to Salmon Harbor for their life jacket program?

Scott said he would contact Jodi at Salmon Harbor and find out.

Scott gave a report on his tour of Salmon Harbor earlier in the day. Not a lot had happened, the architects mostly had a lot of questions.

Carey: Mark Bedard's Memorial service is this Saturday, April 20th at noon in the Pacific Auditorium. Mark has done a lot for this community.

Randy: Received a notice from the City of Reedsport regarding the urban renewal, he wanted to know if that affects Winchester Bay.

A: No.

The meeting was adjourned at 7:40 p.m.

The next Port of Umpqua Regular Meeting will be held May 15, 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:**

3/29/24:

Commissioner questions from check signing at end of the month to be included in the April 17, 2024 minutes:

There were no questions.

Checks were signed by Commissioners Yates and Jones.

Questions from check signing at the April 17, 2024 meeting:

There were no questions.

Checks were signed by Commissioners Mulkey and Yates signed all but one check, that check was to Commissioner Mulkey for reimbursement for the SDAO Conference, Commissioner Jones signed that check.

Carey Jones, President

Karen Halstead, Admin. Assistant