

# Port of Umpqua

Regular Meeting Minutes  
November 20, 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  
Senior Administrative Assistant Karen Halstead

## **Proceedings:**

### **EXECUTIVE SESSION:**

**ORS 192.660(2)(e) to discuss real estate transactions.**

**The executive session was called to order at 5:30 pm by President Carey Jones**

**The Commission came out of Executive Session at 6:36 pm**

The regular meeting was called to order at 7:00 p.m. by President Carey Jones.

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

**Public Present:** Walter White (SHN Engineers), Ryan Knight (SHN Engineers)

**Online Attendees:** Rhonda Black (USWCD)

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

## **PLEDGE OF ALLEGIANCE**

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

- **APPROVAL OF AGENDA:** Scott requested that the meeting start with Item #3 since the surveyors from SHN were at the meeting in person.
- **APPROVAL OF MINUTES:** October 16, 2024 as presented.
- **APPROVAL OF BILLS:** In the amount of \$8,889.07 to be paid from the General Fund.

**Commissioner Mulkey made a motion to approve the Consent Agenda as amended, 2<sup>nd</sup> by Commissioner DuVal. Motion passed unanimously.**

**PUBLIC COMMENT:**

**Deb:** Recently 3 men from Reedsport passed away, Jim Wells, Bruce Harris & Larry Sarratt-Davis.

**Carey:** The memorial service for Bill Karcher will be in March.

**REGULAR BUSINESS:**

**1. Walter White of SHN to discuss Port Dock survey**

Walter White and Ryan Knight, both of SHN were there to explain the recent survey done of the Umpqua Wharf property. There were maps they had created which were distributed.

**Walter:** They found that in 1999 The Port had a survey commissioned by Ed Riley for possibly the purpose of selling the property. One of the properties that The Port sold was to Fred Wahl. He pointed out that in that survey the dock was separated out and reserved by The Port. In the Riley survey it showed the Fred Wahl property, the survey and the deed were done the same year.

It was apparent that The Port tried to set it up to have streets in that area but there is no record that the streets were ever legalized. On the map it shows the streets were lined out, but they were never dedicated to The City or labeled as streets. The only survey SHN found that had streets labeled was a survey that was done specifically for the Wahl property on the other side of what is now the travel way. There are street signs, but SHN found no record that they were ever dedicated.

What they know from the deeds is that Fred Wahl does not own what appears (on the maps) to be the roadway. Monuments are out there.

The board gave Scott directions to work with the attorney to investigate the streets in question.

**Walter:** Explained how the final maps will look, they will add the latitude and longitude and clean up the details to show areas more clearly.

**Randy:** Asked if The Port wants to have the Tyree property surveyed as well? Scott will contact SHN and request a proposal to have the rest of The Port property surveyed.

**2. Transfer of funds for senior administrative assistant, permitting fees for Providence Creek tide gate project and Office Machine upgrades**

**Scott:** This is to allow him to have enough in the specific line items on the budget for these expenses in this fiscal year, even though some of the items may not happen until the next fiscal year. The office machine upgrades would include 2 computers and a copy machine.

**Randy:** He felt that the discussion of the Tidegate expenses were left a little vague. He would like to see the Tidegate funds in a separate account.

**Scott:** The way it works, Business Oregon will pay 60% of the bill and The Port will pay 40%. They aren't giving The Port money, so there wouldn't be anything to put on another account.

**Randy:** It was his impression that The Port would receive the grant money.

**Carey:** What happened to the 40% from ODFW.

**Scott:** ODFW is not ready to release any funding until spring. For now, The Port will pay and then in the spring we can try to get reimbursed for the funds we spend. Business Oregon cannot pay any of our consultants until The Port can prove we have matching funds. What Scott has done is give Business Oregon a balance sheet to show The Port does have the matching funds available. The Port will still pursue funding from someone else but for now The Port will pay.

**Carey:** Have you contacted the attorneys about this?

**Scott:** Yes, he contacted the attorneys and asked about avoiding the RFP process and being able to do a direct hire for the engineer. The answer was we could do a direct hire as long as the engineering fee is less than \$100,000. Scott then spoke with the engineer he wanted to hire, and his fee was half that amount. The Port will be good for direct hire for any surveying needed, fish study and the design of the tidegate.

**Carey:** Is it the engineer who will talk to adjoining landowners on this project?

**Scott:** The project isn't at that stage yet. Don't think it would be the engineer because he is located out of town.

**Carey:** He recently heard that the golf course had to shut down because Providence Creek had flooded, so he thinks they would be highly interested in this project. What is the time frame for this to occur?

**Scott:** The grant is good for 2 years from when it was signed recently. By Spring of 2025 Scott expects to have the fish passage study and a good chunk of the tidegate design done. Permitting is what will take over a year. Construction will probably be sometime in 2026. It's going to be a long process, tidegates are one of the most difficult structures to get permitting for.

- **Commissioner Train made a motion to approve budget transfer amounts as described above, 2<sup>nd</sup> by Commissioner Yates. Motion passed unanimously.**

### **3. REEF Christmas tree sponsor**

**Scott:** Commissioner Yates has requested \$50 from The Port to decorate a small Christmas tree that will then be auctioned off and all proceeds will go to REEF.

- **Commissioner DuVal made a motion to approve the expense of \$50 for creating a decorated Christmas tree for the REEF auction, 2<sup>nd</sup> by Commissioner Mulkey. Motion passed unanimously.**

## **REPORTS:**

### **STAFF REPORT:**

Funds

Checking	\$279,426
Savings (main)	\$478,947
Dock Reserve	\$186,667
Capital Reserve	\$456,245
Maintenance Reserve	\$45,651

**Pacific Dream**

We made \$0 from poundage at the Pacific Dream site last month.

**Joe:** He knew that the F/V Ossian had off-loaded a couple of times at the dock, there should have been poundage.

**Karen:** Neither the PDS Spreadsheet nor the ODFW report showed any poundage for October, she will check into it and let the Commissioners know what she finds out.

**Providence Creek Tide Gate**

I have asked our attorney if we can hire an engineer directly without going through a request for proposal process. The answer I received was positive. I want to retain Don Prior, who had done research already on the Providence Creek tide gate and worked on other gates in the nearby river system.

**Salmon Harbor (Report information from Jim Zimmer email)**

**Scott reporting Jim's info:** We have a new kayak launch at Dock 9 (SH crab dock), courtesy of the Oregon Coast Visitors Association.

The dredging work was completed at the westernmost 175' of A-dock, getting it to a depth of 12-15 feet. While we were shooting for a consistent 15', we couldn't quite reach that across the entire area due to it being below design depth. The remainder of A-dock will have to wait for another round of dredging with smaller equipment.

The Technical Advisory Committee (TAC) did the final review of the draft master plan at a meeting earlier today, Scott attended that meeting. They will update the plan based on the input they received and expect to have it posted online around December or January.

There are six derelict vessels in the harbor with disposal costs estimated at roughly \$120,000. A new program through the Department of State Lands is in development, but it's still about 1.5 years out. In the meantime, Jim plans to try to sell a couple of the vessels, demolish the worst ones, and hold onto some to see if the new program can help.

For dock updates, Salmon Harbor is planning to rebuild the 80' fingers and main dock at Dock 3 for short-term (2-hour) transient recreational boater use, along with putting in new beams on the approach. At Dock 1, they will be rebuilding all whalers and fingers and installing new bumpers.

Salmon Harbor plans to reline the fuel tank this winter/spring, which will mean a short closure of the fuel dock. They plan to try to make it as quick and painless as possible. Jim will keep you updated once they have more definite dates.

### **Wind Energy**

Scott is on a “round-table” group representing The Port of Umpqua. Its purpose is to develop a road map for off-shore wind. Scott will let the group know The Port of Umpqua’s stance against the wind energy plans. They will meet once a month for the next 8 months. Scott will keep the Commissioners updated.

### **Emergency Operations Group**

The emergency operations group conducted a live simulation on October 22, 2024 at the old shipyard. The Port was represented by Scott Kent and Deb Yates, who observed the activity. Actors with simulated chlorine inhalation and injuries were there. The demonstration went very well.

**Donna:** She has heard that the bumpers at the Salmon Harbor West Launch have gotten really bad, boats are hitting without protection. She asked Scott to pass that along to Salmon Harbor.

### **S.T.E.P. Deb Yates:**

There were only about 50 fish to spawn. They spawned 4 fish today, and they plan to spawn the rest next week.

### **COMMISSIONERS:**

**Randy:** He talked to Scott earlier about this, he would like to see The Port have the Tyee property surveyed by SHN.

There was discussion of when that property was last surveyed.

- **Commissioner Jones made a motion to have SHN Surveyors do a complete survey and find or replace the monuments on the Tyee property, 2<sup>nd</sup> by Commissioner DuVal. Motion passed unanimously.**

**Scott:** Rhonda Black, USWCD (attending online) sent a comment that the Winchester Dam was a fish passage issue.

**Joe:** Would like to have a discussion on the management of the Umpqua River Wharf moorage. Joe stated if this conversation were to come up, he would declare a conflict of interest.

It was decided to table this item for future discussion.

**Carey:** Was alerted by ODFW today that the commercial Dungeness Crab season was being closed on the Oregon Coast until December 16<sup>th</sup> due to lack of meat in the tested crab.

**Randy:** Asked that Scott keep the Commissioners updated on the tidegate stuff via email.

The meeting was adjourned at 8:05 p.m.

The next Port of Umpqua Regular Meeting will be held December 18, 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:**

**10/31/24:**

**Commissioner questions from check signing at end of the month to be included in the November 20, 2024 minutes:**

**Joe:** What is the check to the Douglas County Clerk for?

**A:** We had a tenant, BlueJet Hosting, who had moved out, that was their tax bill and there is no way we could have found them to have them pay it.

**Carey:** Asked about the Douglas County Clerk check as well.

Checks were signed by Commissioners Mulkey and Jones.

**Questions about check signing at the November 20, 2024 meeting:**

There were no questions.

Checks were signed by Commissioners Mulkey and DuVal.

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Carey Jones, President

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Karen Halstead, Sr. Adm. Assistant