

## **Port of Umpqua**

Regular Meeting Minutes  
April 16, 2025 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

**Public Present:** Cindy Simmons, Dana Ferguson (PDS)

**Online Attendees:** Rhonda Black

*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.

**It is 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:** Scott added Item #3 – Fencing at Tyree
- **APPROVAL OF MINUTES:** March 19, 2025 as presented.
- **APPROVAL OF BILLS:** In the amount of \$2,931.07 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 Train. The motion was passed by a unanimous vote.**

**PUBLIC COMMENT:**

**Dana Ferguson (PDS):** The plans that PDS has for the building they are putting up at the Umpqua Spit are now at Douglas County waiting for the permitting process to be completed. PDS will have representatives in town next week to talk to the architect. The project is moving forward.

**REGULAR BUSINESS:**

**1. Memorial weekend parade and events. Request for donations**

**Scott:** The Port of Umpqua has been requested to provide a donation for the Reedsport Memorial Weekend Parade and Events. There were various tiers of donation levels with donations starting at \$50 up to \$1,000.

**Joe:** Do you know exactly where this money goes?

**Carey:** Who is requesting this donation?

**Scott:** Didn't have the email with him, he would get that information and email it to the board.

The Commissioners tabled the item at this time until further information can be provided.

**2. Appraisal for downtown properties**

**Scott:** At the last meeting he brought forth a proposal for \$2,500 to appraise two properties in downtown Reedsport. The board directed Scott to see if Jeff Unger was willing to pay half of the appraisal costs. He declined, so it is back on the agenda to see if The Port wants to move forward with the appraisal and cover the whole amount.

**Carey:** Feels that it needs to be done.

**Deb:** There is one section of those 2 properties that seems to be really boggy but the rest of it seems to be dryer.

**Carey:** North side of highway 38 doesn't have wetlands it would be the South side of highway 38 on the West side of the railroad tracks that have wetlands.

**Randy:** The appraiser should be able to have some idea of what the mitigation costs are going to be, that should be included in the appraisal.

**Joe:** He spoke to Jeff, and he has his reasons for not wanting to pay half for the appraisal. It doesn't have anything to do with not being seriously interested in selling the property.

**Carey:** Asked Scott if he would check and see how much of a setback there would be for construction, how much of an easement would be needed for the railroad.

**Scott:** Had already checked on that, and there is no setback, can build right up to the right of way which is at least 50 feet total.

- **Commissioner Mulkey made a motion to approve the proposal by Chris Fromme, Appraiser, to evaluate MAP 21-12-35CD TL's 9700 and 9800 in the amount of \$2,500, 2<sup>nd</sup> by Commissioner Yates. The motion was passed unanimously.**

### **3. NEW Fencing at Tyree facilities**

**Scott:** Commissioner DuVal and Scott met with fencing contractor Jake Hinshaw; it's on the order of 220 linear feet of fence in two different spots. The bid was \$5,560.

**Carey:** How deep is that fence going to go?

**Scott:** It's going to go right along the property line and there is plenty of room for any big semi's pulling into Tyree.

- **Commissioner DuVal made a motion to accept the proposal from Jake Hinshaw for constructing fences in the amount of \$5,560 for the Tyree property, 2<sup>nd</sup> by Commissioner Yates. The motion was passed unanimously.**

### **REPORTS:**

#### **STAFF REPORT:**

##### Funds

Checking	\$439,401
Savings (main)	\$480,029
Dock Reserve	\$196,673
Capital Reserve	\$463,776
Maintenance Reserve	\$46,042

#### **Pacific Dream**

We made \$1,136 from poundage at the Pacific Dream site. Scott contacted Pacific Dream Seafoods regarding their new building. The design is done and they're applying for permits.

#### **Office Equipment Upgrades**

We have retained Shannon Sheets to assist us with the upgrade of two computers and the copy machine. She will be drafting a proposal which I will bring to the board for review at a later date. My plan is to wait until the new budget cycle to invest in new equipment.

#### **HVAC**

The HVAC technician performed annual maintenance on our heat pumps. There was additional maintenance that needed to be performed but we need to wait for parts. The estimate for repairs is \$1,346, which I approved. Units 1 and 4 required maintenance which has been completed.

#### **Salmon Harbor (email from Jim Zimmer)**

Not much new to report. Salmon Harbor is in the middle of fuel tank repairs, inspection, and coating. The diesel side is in decent shape, but the gas side is some of the worst the contractor has seen—still repairable. The project is expected to be completed by the time of The Port's meeting. Repairs include cropping and replacing a section that leaked into the outer chamber of the double-walled tank, rebuilding degraded areas with epoxy, and applying a full internal coating.

On the 11th, Salmon Harbor hosted a site visit from the Governor's Regional Solutions Team to introduce them to the Salmon Harbor Master Plan and get the project on their radar. The team supports local economic development by coordinating state agency resources at the regional level.

From the feedback Jim received, they were very impressed with the plan. It was also a good opportunity to connect with potential funding partners who may be able to help move some of their projects forward.

Right now, Jim is looking for funding to complete a feasibility study to stabilize about a mile of shoreline along Beach Blvd and put the overhead utilities underground. It feels like a good fit for FEMA Hazard Mitigation funding and could be the first step toward broader improvements out there.

### **Fire Marshall**

We had a surprise inspection by the State Fire Marshall. There were two deficiencies, one was the requirement to have our fire system inspected which was done today. When he inspected the Annex, he noticed the curtains and he wanted proof that they were fire rated. The Fire Marshall asked that Scott to either find some way to make them fire retardant or remove them. The plan is to take them down.

**Carey:** Couldn't you look back in the files to find out where they came from?

Karen will research this.

**Randy:** They have stuff you can spray on them to make them fire retardant.

**Scott:** We did some research to find a company to come to treat them; contacted C & S Fire Services and they didn't have anyone to refer.

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

Got a call telling her that California is going to shut down their Salmon fishing and really reduce their recreational fishing.

**Joe:** They would have to open a Commercial Fishery to shut it down.

Tomorrow at 8:30 am 30 representatives from ODFW are coming to visit the hatchery. She made a presentation folder that covers details about the hatchery.

There are about 25,000 small fish that are eating so well, better than they have had in the past and they are getting big.

### **COMMISSIONERS:**

**Carey:** Could The Port get something reflective on the telephone pole in the middle of the parking lot? It would help make it visible at night.

**Scott:** Said he has some high visible paint he could apply to it.

**Randy:** PUD has a lot of reflective strips on their power poles, check with them.

**Donna:** Had an Urban Renewal Advisory Board meeting and it was really informative, the City Council attended it as well. The Urban Renewal boundary is being expanded to provide more tax money for the fund. It was a really good meeting.

Urban Renewal money has been used for projects including Parks & Beautification for the Parks and Recreation, Economic Stimulus Business Grants and loans for the façade painting, and accessibility for Public Systems. Donna's interest is in Public Systems, for the infrastructure and storm water to get more pumps.

**Deb:** Asked when is the Railroad Meeting?

**Donna:** That is going to be next week at the Egyptian Theater. It would be nice if they would come to Reedsport and have a public meeting and provide more information on the Railroad Project here locally.

**Carey:** Are they still having the meeting about Wind Turbines next week?

**Scott:** Not sure about the onsite meetings but he sat in on a roundtable discussion online. All of these people on the roundtable groups are in favor of it but they are upset with the President for shutting it down. They are still moving ahead as if it were to happen with a new Administration in 3-4 years.

**Carey:** Thanked everyone for checking in on him. He's feeling better and thinks he's on the upswing.

**Carey:** Asked Scott to invite Keith Tymchuk to come to the next meeting and give an update on the golf course project.

**Carey:** I have heard a lot of positive things about The Port supporting kids in the community. Scholarship applications are coming out. He'll be picking them up and will drop them off for everyone to go through. Also, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> grade archery teams were State Champs again this year and they are now headed to the National Championships in Utah. Last year they placed 5<sup>th</sup> in the Nation.

The Booster Auction was last Saturday, and they raised \$43,000 for athletics in Reedsport. It will really help since the school budgets across the state are getting deep cuts.

**The meeting was adjourned at 7:42 p.m.**

The next Port of Umpqua Regular Meeting will be held May 21, 2025 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:**

**3/31/25:**

**Commissioner questions from check signing at end of the month to be included in the April 16, 2025 minutes:**

There were no questions.

Checks were signed by Commissioners Yates and DuVal.

**Questions about checks signed at the April 16, 2025 meeting:**

There were no questions.

Checks were signed by Commissioners Jones and Train.

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Carey Jones, President

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Karen Halstead, Sr. Admin. Assistant