

Port of Umpqua

Regular Meeting Minutes
February 18, 2026, at 7 p.m.
Port of Umpqua Annex
1841 Winchester Ave
Reedsport, OR

THESE MINUTES ARE FINAL and APPROVED.

Commissioners Present:

Vice President Joe Mulkey
Secretary Rhonda Black
Treasurer Donna Train
Assistant Secretary Tom Black
Vacant

Port Staff Present:

Port Manager Scott Kent
Senior Administrative Assistant Karen Halstead

Public Present: Elza Camacho, Cindy Simmons & Deb Yates

Online Attendees: Randy DuVal

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 Vice-President Joe Mulkey.

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 requested to add business items #3, #4 and #5 to the agenda.
- **APPROVAL OF MINUTES:** January 21, 2026, as presented.
- **APPROVAL OF BILLS:** In the amount of \$39,200.60 to be paid from the General Fund.

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

PUBLIC COMMENT:

There was none.

REGULAR BUSINESS:

1. Commissioner election

Scott: There were 3 applicants who applied to fill the vacancy left by Commissioner Jones. We received applications from Cindy Simmons, Debra Yates and Elza Camacho. The applications were provided in the Commissioner's packets.

Donna: Was happy to see that Elza had applied but, in her mind, she would suggest that Elza volunteer for our budget committee to allow her to become more familiar with The Port's business.

Cindy would be great but it's Donna's opinion that Deb needs to be back on board because she was working on current projects when she was on The Board in the past plus her experience with the S.T.E.P. program is very valuable and the other reason is the fact that Deb has an office right here in the office building. This is handy when checks need to be signed.

➤ Donna moved to appoint Debra Yates to Commissioner position # 5.

Discussion:

Joe: He is very torn between Cindy and Debra. He agreed with everything Donna had said, he also likes that Cindy has a business in Winchester Bay and is knowledgeable about the area. He spoke to her and was impressed with her knowledge of The Port and the area. He thinks they are both excellent candidates.

Rhonda: I think we have 3 great candidates, and she was glad to see 3 women with diverse backgrounds apply. Since Deb and Cindy have already been on the board in the past. Elza is brand new and can bring new ideas and opinions.

Scott: Explained to the board if there is a tie that cannot be resolved here, the application information will be sent to a judge at the County to make that final decision.

Donna: Mentioned that she may have some personal issues come up which may provide another opening on The Board.

➤ Joe seconded Donna's motion to have Debra Yates be appointed to the Commissioner position #5.

Vote: 2 yay (Commissioner Mulkey and Commissioner Train), 2 nays, (Commissioner Rhonda Black and Commissioner Tom Black)

The vote was declared to be a tie.

➤ Commissioner Rhonda Black moved to appoint Elza Camacho to Commissioner position # 5, 2nd, by Commissioner Tom Black.

**Vote: 2 yay (Commissioner Rhonda Black and Commissioner Tom Black), 2 nays, (Commissioner Mulkey and Commissioner Train).
The vote was declared to be a tie.**

➤ **Commissioner Mulkey moved to appoint Cindy Simmons to Commissioner position # 5, 2nd, by Commissioner Train.**

Vote: 2 yay (Commissioner Mulkey and Commissioner Train), 2 nays, (Commissioner Rhonda Black and Commissioner Tom Black)

It was declared that there were 3 separate motions, each ending in a tie. This will be forwarded to a judge for the final decision.

2. Wharf electrical upgrades

Commissioner Train declared a definite conflict of interest since her son owns Elkhorn Electric.

Scott: He received 3 bids, one was outlandishly high, so he didn't include it in the packets. These upgrades would provide 5 power pedestals, fixing the lighting for nighttime, and running power to the pole for the future in case The Port ever wants to hook a hoist up at the Umpqua River Wharf. .

Reese Electric bid \$35,653

Elkhorn Electric bid \$50,457

Joe: Where are we at with the gate out there?

Scott: Had a meeting with Jake Hinshaw yesterday morning and he will be putting together a bid for a 2-swing gate. Scott will have those numbers available at the next meeting.

Scott: His opinion on this is that this is a large investment in the Wharf that The Port will see no return on for moorage. If he could time things right, he will have a way to charge vessels for the electricity that they use. He needs to work up a rate.

Joe: He wonders if The Port may be better off doing this in small phases. Starting with the main panel put in and the night light fixed and hold off on the power pedestals but have the electricians put it together so they would be easily added.

Rhonda: Her thought is to just have it done so it's a complete project.

Joe: Suggested maybe putting in one pedestal for now. He'd like to continue to move in the direction of getting a hoist on there. He regularly has people ask about the status of The Port doing that.

He feels putting the hoist in first and then see if it gets the usage, he anticipates that we can then add more.

There is no way of knowing how much electricity a vessel uses because the one vessel that has been moored down there has been running a power cord over to Fred Wahl's and using power off him.

Joe: It will depend on what we offer for power. In Winchester Bay all that is available is 110. There are boats that will be big enough, they will expect 220. Even at 220 they can't run a lot off it. If The Port offers 3-phase, then they could run significantly more power from that.

Scott: His plans were for 110 and 220, not 3-phase.

Scott was given direction to ask the electricians to adjust their bids to include providing and install a 200 amp single phase meter and ground rods to the existing pole, provide and install a new 200 amp 32 space panel with new breakers where the existing sub panel is in the dock and remove the old, repair the existing lighting $\frac{3}{4}$ inch rigid conduit with circuit wiring on the wooden rail for existing pole lights, repair or replace any damaged circuit wiring to the light poles, add new wiring from the panel to the existing J-box and new photo cell for pole lights, and retrofit nine existing pole lights with new 150 watt 21,000 lumen Led lights.

There was no motion, this item was tabled.

3. Senior Administrative Assistant PTO and Holidays

Karen: I am asking for paid holidays outside of the PTO hours that I'm allotted every month. I'm allotted 17.5 hours / month which equals 35 days a year. 10 of those days are dedicated to holidays, they come out of my PTO. I have been here 16 years and in all those years I have had one increase to my PTO amount and that was in 2015.

Scott: The net cost to The Port is zero. He is also requesting that all the 10 holidays are paid outside of the PTO allotment.

Karen: I have been with The Port for 193 months. According to the Dept. of Administrative Services, someone who has worked between 180-294 months qualifies for (pro-rated) 6 hours/month for vacation and 4 hours for sick time for a total of 20 hours per month, plus they get holidays paid separately.

➤ **Commissioner Train made a motion to revise the Port of Umpqua Employee Handbook to read that the Senior Administrative Assistant receives actual holiday pay for the ten observed holidays and is not required to use PTO for this benefit, 2nd by Commissioner Rhonda Black. Motion passed unanimously.**

4. Election of Budget Officer

Scott: The district manager will prepare a budget for the 2026-2027 fiscal year. This business item appoints the district manager to be the budget officer.

- **Commissioner Rhonda Black made a motion to nominate Scott Kent to be the budget officer for the 2026-2027 fiscal year, 2nd by Commissioner Train. Motion passed unanimously.**

5. Appointment of Budget Committee Members

Scott: He had provided a list of the 5 people who have agreed to be on the citizen’s Port of Umpqua Budget Committee:

- Zack Francis
- Naomie Tanner
- Randy DuVal
- Linda McCollum
- Nadine Hurtado

- **Commissioner Tom Black made a motion to nominate the individuals proposed to be on the budget committee for the 2026-2027 Fiscal Year, 2nd by Commissioner Train. Motion passed unanimously.**

REPORTS:

STAFF REPORT:

Checking	\$590,645
General	\$487,751
Dock	\$210,717
Capital	\$480,322
Maintenance	\$46,782

The Port received \$5,571 from poundage going over the Umpqua River Spit.

SALMON HARBOR MANAGER via email from Jim Zimmer:

On Feb 1, 2026 (around noon), we responded to the 41’ vessel Dewey B actively taking on water at Dock 8 / Slip South 20 at Salmon Harbor Marina; pumps were deployed immediately, support was called in, and the vessel was refloated by harbor personnel. The registered owner is deceased, so we contacted the family/heir on Feb 2. They confirmed they had active insurance and initiated a claim. We towed the vessel on Feb 3 at 8:00 AM to Reedsport Machine & Fabrication for haul-out; it is currently hauled out, and we along with Risk Management are working to recover our costs. No environmental issues or fuel spills.

ODFW Meeting — We’ve fielded calls from local crabbers and the Oregon Dungeness Crab Commission about the petition scheduled to be in front of the Oregon Fish and Wildlife Commission on Feb 20, 2026, and what it could mean for costs and day-to-day feasibility. The petition appears to be widely aimed at proposed rulemaking for late-season crab fishing, including tighter spring restrictions and a potential pathway toward “pop-up/on-demand” gear concepts. We coordinated with Commissioner Boice, who has agreed to speak on behalf of Douglas County and Salmon Harbor at that meeting.

We investigated a report that the fuel dock diesel had an “old gas” smell. We immediately shut down diesel sales and submitted a sealed sample for testing at a certified lab in Eugene. Results came back on the same day, well within spec, so we cleared the fuel for sale and documented the response for risk management.

Salmon Harbor and Douglas County Parks (Discover Winchester Bay) have been present at the Eugene Outdoor Show and the Roseburg Outdoor Show to promote Winchester Bay and Western Douglas County, and we’ll also be present at the Feb 19–23 Medford Sportsman Show, the Mar 4–8 Redmond Sportsman Show, and the Mar 19–23 Klamath Falls Sportsman Show.

S.T.E.P. Deb Yates:

Deb: There are 25,000 fish left at the hatchery, they are just starting to feed. There are 42,000 at the Elk River Hatchery. There was a 12% loss in the process. The fish have been placed in the rearing ponds and they too, are just starting to feed.

COMMISSIONERS:

Donna: We have another Urban Renewal Meeting tomorrow. Deb stated that it had been canceled. Donna had not received notification of the cancellation.

Rhonda: Soil & Water is going to be sponsoring a Farm Financial Management workshop with the Oregon Agricultural Trust in Elkton on March 5, 2026.

April 2, 2026, there will be a DEQ maximum daily load meeting. This is the second one. It would be a good meeting for Scott to attend. It’s the replacement project for the old Umpqua Basin TNTL. They have decided that The Port will be included as the designated management agency.

The annual meeting for the Oregon Coast Zone Management Association (OCZMA) will be on June 8, 2026. It will be held in Garibaldi but will also be available via Zoom. Rhonda suggested that Scott start attending those meetings as well.

There is an opportunity to host a OCZMA meeting here, Rhonda offered to send Scott a list of meeting dates.

Donna: We received an email that there will be a meeting regarding Offshore Wind Energy here in Reedsport on March 10th. It will be held at the Community Building. There may also be some Zoom meetings. The Port has made it clear it does not support the Offshore Wind Energy project.

Joe: Will be attending the ODFW Commissioner meeting on Friday, there will be many fishermen and public that plan on attending.

The meeting was adjourned at 7:41 pm.

The next Port of Umpqua Regular Meeting will be held March 18, 2026, 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:**

1/30/26:

Commissioner questions from check signing at end of the month to be included in the February 18, 2026, minutes:

Commissioner Rhonda Black commented that the charges from the Oregon Government Ethics Commission had gone up substantially.

Checks were signed by Commissioners Rhonda Black and Joe Mulkey.

Questions about checks signed at the February 18, 2026, meeting:

There were no questions.

Checks were signed by Commissioners Train and Mulkey.

Joe Mulkey – Vice President

Karen Halstead, Sr. Admin. Assistant