

OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
11:00 a.m., Tuesday, March 19, 2024

Port Commission Chambers, 125 Central Avenue, Suite 230, Coos Bay, Oregon 97420

ATTENDANCE

Commission:

Brianna Hanson, Vice President; Kyle ViksneHill, Treasurer; Kyle Stevens, Secretary; and Nick Edwards, Commissioner. Eric Farm, President was excused.

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Mike Dunning, Chief Port Operations Officer; Megan Richardson, Director of Finance and Accounting; Matt Friesen, Director of External Affairs; Rick Adamek, Director of Asset Management; Brian Early, General Manager, Coos Bay Rail Line; Ray Dwire, Charleston Marina Manager; and Krystal Karcher, Human Resources Generalist.

Media & Guests:

None Present.

1. CALL MEETING TO ORDER

Vice President Hanson called the meeting to order at 11:02 a.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. PORT PROJECT UPDATE

A. Visit to Sister Port – Port of Kaohsiung, Taiwan International Ports Corp, Mike Dunning

Mike Dunning presented an update regarding his recent visit to Taiwan to meet with officials of the Port of Kaohsiung to establish a sister port relationship. A memorandum of understanding was entered into with the Port of Kaohsiung, which includes the following scope: to enhance the relationship between the Port of Kaohsiung and the Port of Coos Bay, and to further see the opportunities for future communication between the two parties regarding port operation and management, import and infrastructure construction. Cooperative activities, within the framework of the applicable laws and regulations of both parties, may include but are not limited to, promoting port to port cooperation, exchanging views and sharing operation experience with port facility planning and infrastructure. The Port of Kaohsiung is willing to provide continuous consultation and assistance with professional technique and business experience of port operation and management to promote sustainable development in the Port of Coos Bay and the State of Oregon.

Mr. Dunning stated the trip went well and the Port of Kaohsiung is a busy port, handling about 70% of maritime cargo for Taiwan. The Port of Kaohsiung handles about 20 million containers annually.

Commissioner ViksneHill asked who operates the Port of Kaohsiung. Mr. Dunning stated it is state run.

5. CONSENT ITEMS

- A. Approval of February 20, 2024 Regular Commission Meeting Minutes
- B. Approval of February Invoices
- C. Approval of February Contracts Awarded

Upon a motion by Commissioner Edwards (second by Commissioner ViksneHill), the Board of Commissioners voted to approve the February 20, 2024 Regular Commission Meeting Minutes, February Invoices and February Contracts Awarded. **Motion Passed Unanimously.** (Ayes: Hanson, ViksneHill, Stevens, and Edwards. Nays: None. Absent: Farm.).

6. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

6. ACTION ITEMS/REPORTS

A. Building 41 Lease Agreement with Sharky's Charters

In January, Sharky's Charters contacted Port Staff with an interest in leasing Building 41 in the Charleston Marina to expand their charter fishing business and to use the facility for fish cleaning and selling of fish to the public. Building 41 (formerly known as Fisherman's Wharf) is located on a portion of the south side of the dock, between D & E Docks in the Charleston Marina and consists of two metal buildings with total square footage of 1,296 square feet. The underlying parcel totals approximately 1800 square feet.

After negotiations, Sharky's Charters and the Oregon International Port of Coos Bay signed a Commercial Annual Lease Agreement on March 8, 2024. In addition to the building, the lease reserves moorage spaces for annual moorage agreements (moorage fees and agreements are separate) for the Tenant's business adjacent to the building.

Building 41 was leased to the tenant "As-Is", thus all maintenance and repairs of (and to) the building and docks are the responsibility of the tenant, and the tenant shall keep the premises in good repair, operating condition, working order, and appearance. John Blanchard, owner of Sharky's Charters, has provided a list of improvement he plans to make to the building, which include patching holes in the roof, repairing the decking to the dock of the building, replacing the non-working ceiling fans with LED lighting, adding an exhaust fan, pressure washing the buildings, replacing rotten trim, and replacing a broken window and frame. In exchange, the negotiated rate for the one-year agreement is \$650.00 per month.

If the lease is not in default when the renewal term is to commence, the Tenant shall have the option to renew this lease for four (4) additional one (1) year terms. This lease is subject to a CPI increase each July 1.

Sharky's Charters will also continue to lease Building 20 in the Charleston Marina.

Upon a motion by Commissioner Edwards (second by Commissioner ViksneHill), the Board of Commissioners motioned to ratify the execution of a one-year lease agreement of Building 41 with Sharky's Charters. **Motion Passed Unanimously.** (Ayes: Hanson, ViksneHill, Stevens, and Edwards. Nays: None. Absent: Farm.).

B. 2024Res02: Declaration of Emergency: Timber Bridge Repairs at MP 7420.24

On January 19, 2024, Port staff was notified by the staff of Coos Bay Rail Line that the bridge at MP 742.24 had been taken out of service and of an immediate need to replace one failed cap and three failed pilings on bent six of the bridge.

Until permanent repairs were to be made, rail service would be interrupted. Without timely repairs, CBRL customers would have been without service for an excessive amount of time.

On Friday, January 19, 2024, Chief Executive Officer John Burns declared an emergency and authorized the Port to enter into a sole source contract with Scott Partney Construction to perform the repairs to bent six to resolve this emergency condition. Scott Partney Construction has extensive construction knowledge of timber bridge repairs and had the ability and work force to repair the bents in the time frame necessary to limit the rail down time. The contracted total price of the project was \$26,300.00.

Scott Partney Construction replaced the cap and pilings, and the bridge was placed back into service on Monday, January 22, 2024.

Commissioner Stevens asked why this resolution was being brought in March, when the work was completed in January. Brian Early stated the emergency on-call bridge repair contracts are divided into three sections, roughly north, middle, and south. Due to the relatively low dollar amount, staff initially thought this work would be covered under that contract. However, there was an outstanding bill that came in later pushing this project over the dollar amount of the on-call contract.

Upon a motion by Commissioner ViksneHill (second by Commissioner Edwards), the Board of Commissioners motioned to adopt resolution 2024Res02 ratifying the Declaration of Emergency for emergency cap and piling replacement at bent #6 on the timber bridge located at MP 742.24. **Motion Passed Unanimously.** (Ayes: Hanson, ViksneHill, Stevens, and Edwards. Nays: None. Absent: Farm.).

C. Charleston Shipyard Work Docks Project

The Port of Coos Bay owns the Charleston Shipyard. As owner of the Shipyard, the Port retains responsibility for capital repairs, rehabilitation, and replacement of infrastructure.

The Shipyard services local, regional, and distant commercial and recreational vessels. The ability to maintain and improve infrastructure to support the maintenance, construction, and repair of these vessels is important to the success and viability of our community.

At the February 20, 2024, Regular Port Commission Meeting, the Board of Commissioners approved a motion to authorize Port Staff to apply for a ConnectOregon9 Grant for a total project cost not to exceed \$5 million, with a total Port pledged match not to exceed \$1.5 million, to:

- 1) Lengthen and widen the travel lift slip (approx. 54' x 27'),
- 2) Replace 160' of dilapidated dock between docks 1 and 2 (160' x 20'),

- 3) Install approximately 200' of sheet pile behind dock 1 and 1A (new dock),
- 4) Install a new wash pad (approx. 30' x 60'), location to be determined, and
- 5) Replace approximately 230' of existing dilapidated floating dock at dock 3.

This project left the areas between concrete work docks #2 and #3 unimproved, which was a concern conversed by the Commission during the discussion period of the motion. Following discussion, the Board of Commissioners approved a motion to direct Port Staff to develop a Scope of Work to connect concrete work docks #2 and #3 in the Charleston Shipyard, develop a permitting plan, and to explore sources of funding. This scope of work is to include:

- 1) Joining the concrete structure of Work Dock #2 and Work Dock #3 with a new concrete dock structure,
- 2) Sheet Pile between Work Docks #2 and #3,
- 3) Fill between Work Docks #2 and #3,
- 4) Blacktop between Work Docks #2 and #3, and
- 5) Repair of existing Rip Rap on the West Side of Work Dock #3.

Upon a motion by Commissioner Stevens (second by Commissioner Edwards), the Board of Commissioners motioned to authorize Port Staff to develop a scope of work and permitting plan, and explore sources of funding for connecting concrete work docks #2 and #3 in the Charleston Shipyard. **Motion Passed Unanimously.** (Ayes: Hanson, ViksneHill, Stevens, and Edwards. Nays: None. Absent: Farm.).

7. OTHER

8. COMMISSION COMMENTS

9. NEXT MEETING DATE – Tuesday, April 16, 2024, 11:00 a.m.

10. ADJOURN

Vice President Hanson adjourned the meeting at 11:19 a.m. and entered into Executive Session to:

- (d) conduct deliberations with person designated by the governing body to carry on labor negotiations;
- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.