

Port of Bandon  
Regular Commission Meeting  
September 26, 2024, 5:00 pm  
Bandon Public Library  
Bandon, OR

Commissioners Present: Reg Pullen, Donny Goddard, Don Starbuck, Wayne Butler, and Rick Goche  
Staff: Jeff Griffin - Port Manager, Josh Adamson – Port Specialist, Shawn Winchell – Harbormaster, Kathy Reed – Finance Director  
Guests: John Towne, Dave Romanowski

Commissioner Pullen opened the meeting at 5:00pm

Griffin explained that financials for July and August were late getting in the packet and handed out for review before approval of consent calendar. Griffin suggested Romanowski’s public comment be moved before the Executive Session on the agenda.

Commissioner Pullen asked for a motion to approve the consent calendar. **A motion was made by Commissioner Butler. Commissioner Goddard seconded the motion. Motion passes unanimously.**

Bids for the Fisheries Building Parking Improvements were unsealed on August 29, 2024. Two bids were received by Johnson Rock, LLC and Knife River Materials. Both found to be responsive and responsible, Knife River Materials had the lowest bid of \$227,765.00. **Commissioner Starbuck made a motion to accept all bids. Motion seconded by Commissioner Goche. Motion passes unanimously. Motion to intend to award the contract to Knife River Materials and direct staff to award the contract was made by Commissioner Goche. Motion seconded by Commissioner Goddard. Motion passed unanimously.**

In preparation for the construction of the High Dock Harbor Office, Shawn contacted Tri-County plumbing who will do some camera inspections of the sewer and water lines to find the lateral connection and possibly avoid excavation.

Grimstad and Associates have submitted an annual contract for audit services. This year the Port will undergo two audits, a single and regular, due to the Port receiving more than \$750,000 in Federal grant funds. The contract is in the amount of \$16,200. Commissioner Goche had questions regarding specific language in the contract to which Griffin and Reed specified was a minor detail and could be amended. **Commissioner Goche made a motion to approve the Grimstad and Associates contract for audit services in the amount of \$16,200. Motion seconded by Commissioner Butler. Motion passes unanimously.**

**Port Manager’s Report:**

A corrective workplan has been signed off and permitted allowing West Coast Contractors to repair the issues to the launch ramp subtidal planks at the toe. Ballard Construction will assist in coring out the planks and injecting grout to strengthen the planks. The work will be done in November 2024 and will

shut the launch ramp down for 3 weeks. This time frame is best as it's after the end of Coho season in the Coquille River.

Griffin is following the funding for the major repairs needed for the jetties. A study and report was funded in the amount of \$1.3 Million dollars detailing the state and repairs needed. The report should be completed by the end of the year. The funding for the project did not make it into the President's budget but Griffin is hopeful to see it come from the Harbor Maintenance Trust Fund. Griffin will keep Commissioners updated.

Quotes for sub work on the High Dock Harbor Office have yielded low responses. Several bids came in for each category, but the concrete quotes came in over \$100,000. This would require the Port to do a sealed bid process. Concern from Commissioners about the cost of concrete were explained that a PVC membrane, bigger rebar and other methods might have driven the cost. Bureau of Labor and Industry wages were also a factor. The Port may look to seek new quotes. The costs, even expensive, still fall within the Ports budget for the project. Quotes for electrical and plumbing all came in around \$80,000 each. Winchell will possibly sub with Keller Construction for truss installation.

Griffin was contacted by Oregon Public Ports Association Director Mark Landauer who is asking Ports for a request that would be a 50/50 cost share on projects needed relating to dredging. Griffin has outlined 2 projects for the request. Each would be a request of \$250,000, which is the ports share of the \$500,000 request cap. Project one is dealing with the outfall from the City storm drain that deposits directly in the marina in front of the charter boats and the second is the area in front of the boat launch. Although the area was just dredged, it was not able to hit project depth due to hardpan. This puts the depth at 5 feet and will build up quickly within just a few years.

Griffin shared progress on the urchin ranch and current wholesale buyers. Griffin described the process in obtaining an Oregon Department of Fish and Wildlife Propagation License only to find the efforts were not needed and the port was granted approval. Griffin worked on the license for over a year. The Port is currently selling urchins to Bandon Dunes weekly.

The owners of the S/V Serenity have contracted with Tom Lehey out of Coos bay who brings in the tall ships for management of selling the vessel. Tom recently contacted Griffin who expressed there were several buyers interested but wanted to revisit the liveaboard policy or to turn the vessel into an AirBnB. Griffin stated the zoning would need to be changed with the City. Griffin asked the Commission if this was something they would be interested in pursuing. Griffin stated that even with the zoning change with the City, it would still be up to the Commission to grant the use. The Commission would also need to change language in the Moorage Contract and By-Laws.

#### **Staff Report:**

Winchell discussed the heavy transient use with the new marina. Vessels have been coming in from Canada and mooring for a week on average. The news of the Bandon harbor is being spread on a social network between boaters and the Bandon Marina is seeing an influx of new boaters and transients

making use of the new docks. The Port currently does not offer many amenities for transients, but Winchell informed they could use the Coast Guard Building showers in the interim.

The new security gate is up and operational. The gate will remain unlocked and open Monday through Friday from 8am to 4pm. Commissioner Starbuck asked about the boats moored on the crab dock. Winchell provided an update.

Winchell was contacted by Bandon High School who are doing a community service program and wanted to offer services to the Port.

Former City of Bandon Electric Supervisor Jim Wickstrom was working with Winchell on repairing an electrical panel in between the boat launch and Bandon Bait. Winchell is now working with Jason Youman on the repairs.

Crabbing on C dock is becoming an issue with boaters who are complaining that the crabbers are not cleaning up after themselves and making a huge mess. Signage has been made for unattended pots. Commissioner Goche suggested signage be made for clean-up.

**Public Comment:**

Dave Romanowski gave his annual presentation on Kids Fish Free, a program ran by his local Marine detachment, that gives out free fishing poles every year during Christmas. Last year the Port sponsored the event in the amount of \$1,000. **Commissioner Goche made a motion that the Port contribute \$2,000 to Dave for the Kids Fish Free Program. Commissioner Goddard seconded the motion. Motion passes unanimously.**

Regular Meeting was adjourned at 6:15pm to open for Executive Session under ORS 192.660 (2,i)

Respectfully submitted by

Joshua Adamson