

REGULAR MEETING
Port of Toledo Board of Commissioners
496 NE Hwy 20, Unit #1, Toledo, OR 97391
June 21, 2016 – Tuesday, 7:00 pm

- 1) **Call to Order:** The regular meeting of the Port of Toledo Board of Commissioners was called to order at 7:00 pm by Commission Vice President Rick Graff.
- 2) **In Attendance:** Commissioners Rick Graff, Gregg Harrison, Chuck Gerttula and Penny Ryerson; Commissioner Mike Kriz was excused. Port Staff: Manager Bud Shoemake and Office Manager Debbie Scacco.
- 3) **Introduction of Visitors/Visitor Comments:** Calley Hair of the News Times and David Davis, district resident were present. Commissioners introduced themselves to the visitors.
- 4) **Budget Hearing:** VP Graff opened the Budget Hearing for FY 16/17 Budget at 7:05 pm. VP Graff directed the meeting to proceed with the option to return to the Budget Hearing if anyone comes in during the scheduled hearing time to make a statement.
- 5) **Approval of Minutes:** It was moved and seconded (Ryerson/Harrison) to approve the minutes of the Regular Meeting of May 17, 2016. Motion passed 4/0.
- 6) **Financial Report:** Office Manager Scacco reported on office operations for the month. She reviewed the need for the proposed resolution to extend the General Fund loan to the Boatyard Enterprise Fund. She also reviewed the resolution to decrease the amount of the Health Reimbursement Arrangement due to changes in the group insurance plan.
Office Manager Scacco reviewed the financial reports and answered questions posed by the Commissioners. It was moved and seconded (Ryerson/Harrison) to pay the bills and accept the financial report. Motion passed 4/0.

It was moved and seconded (Ryerson/Harrison) to close the Budget Hearing at 7:35pm.

7) **Manager's Report:** Manager Shoemake reviewed the written Maintenance Report submitted by Maintenance Manager Les Hall. The maintenance crew repaired the radiator on the dozer, maintained grounds, and have unloaded the geogrid, in addition to working on the crane.

Boatyard Report: Manager Shoemake reviewed the written Boatyard report. The crew has been refurbishing two shipping containers to house the electrical equipment for the boatyard. As of June 1, the new policy went into effect, that the boatyard will do all haul preparation and apply all antifouling paint. The need for this policy change was determined through technical assistance with Oregon Department of Environmental Quality. DEQ requires that the Port is in charge of all waste streams at the Boatyard.

Boatyard Build-Out: Upland improvements are going smooth, with three of the electrical poles removed. The base is being compacted and the first layer of geogrid is being placed. A 12" level of 3" rock will be placed, another layer of geogrid, then a 12" layer of 1" rock. The rock bid was awarded to Road and Driveway.

Manager Shoemake reported that the first 6 containers of the lift components are in the United States. The first two containers should come in the following week. He plans on receiving and unloading two containers a day. Commissioner Gerttula asked about use of the crane. Manager Shoemake responded that the crane will be inspected by a certified crane inspector before being placed into use. And due to its larger size the operators will receive additional training: current crane operators will require another 4 hours of training, new operators will have eight hours of training. Commissioner Ryerson suggested the commissioners could be invited to observe the crane inspection. Manager

Shoemake expects the lift will be fully operational in early fall. The manufacturer advises that it will take two months to assemble and train on the new lift.

Grant Reports: The final decision on Connect Oregon VI will be made at the Oregon Transportation Commission meeting in Klamath Falls in August 18-19. Manager Shoemake reviewed the project ranking, the Port's project is the last project ranked for funding, with a grant request of \$2,013,900. Commissioner Gerttula expressed concern on funding the 5% retainage for the project.

The City has finished paving A street and patched the sidewalks, and have poured a new apron that will match up to the Depot Slough Path. Pavers will be laid to meet up to the new apron.

Dredging: The Army Corps of Engineers has completed sediment testing for Depot Slough and found it clean and suitable for ocean disposal. Bids will be sent out next week. The Corps is aware of the Wooden Boat Show and will plan dredging around it. Soundings of the Transient Dock area indicate that there is not much to be dredged.

Wooden Boat Show: Minutes for the last WBS Planning Committee meeting were provided to the Commissioners in their meeting packets.

There will be a sailing class at the boathouse this week and kayak camp next week.

8) Discussion Items: There were no discussion items

9) Decision Items: It was moved and seconded (Gerttula/Ryerson) to adopt Resolution 2016-2 adopting the Budget, Making Appropriations, Imposing the Tax, and Categorizing the Tax. Motion passed 4/0.

It was moved and seconded (Ryerson/Harrison) to adopt Resolution 2016-3 authorizing a change to the Health Reimbursement Arrangement Employee Benefit. Motion passed 4/0.

It was moved and seconded (Ryerson/Harrison) to adopt Resolution 2016-4 authorizing the interfund loan to the Boatyard fund from the General Fund. Motion passed 4/0.

It was moved and seconded (Gerttula/Ryerson) to adopt Resolution 2016-5 authorizing the transfer of appropriations in the Boatyard Enterprise Fund. Motion passed 4/0

10) Commissioners Comments: Commissioner Ryerson complimented the office staff and said se was pleased with the Port's successes.

Commissioner Gerttula said he was cautious and wants to see the financials look better. He is happy with the progress at the Boatyard. He said he was amazed with the work Les was doing on the crane.

Commissioner Harrison said he was excited about the lift arrival. He also acknowledged the amount of work that went into coding and entering all of the payables. said he was disappointed that the lift was delayed three weeks. He expressed support for Manager

Commissioner Graff had no comments. Ryerson is happy to see how things are progressing, and thanked the Commissioners for their support of Manager Shoemake.

Commissioner Graff asked the Commission to consider changing back to the old Port logo.

11) Upcoming Meetings: Upcoming meetings are as noted on the agenda.

12) Recess: At 8:30 pm VP Graff called a 10 minute recess

13) Executive Session ORS 192.660(2)(e): Port of Toledo Board of Commissioners entered into Executive Session regarding real estate at 8:40 p.m., session closed at 9:00 p.m. No decisions were made.

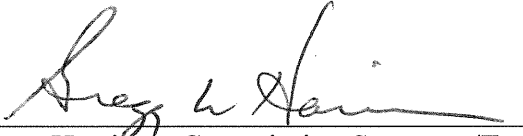
14) Regular Session resumed at 9:00 pm.

Decision Items: It was moved and seconded (Harrison/Gerttula) to authorize Manager Shoemake to negotiate with Rick Johnson to acquire boathouse. Motion passed 4/0.

Slide show of current projects

15) Adjournment: It was moved and seconded (Gerttula/Ryerson) to adjourn the meeting at 9:25 p.m. Motion passed 4/0.

16) Adjournment: It was moved and seconded (Graff/Ryerson) to adjourn the meeting at 9:05 p.m. Motion passed 5/0.

A handwritten signature in cursive script, appearing to read "Gregg Harrison", written over a horizontal line.

Gregg Harrison, Commission Secretary/Treasurer