

**REGULAR MEETING**  
**Port of Toledo Board of Commissioners**  
**496 NE Hwy 20, Unit #1, Toledo, OR 97391**  
**October 18, 2016 – Tuesday, 7:00 pm**

Commissioners toured the Boatyard Improvements at 6:00 pm. The tour was attended by Port Staff: Manager Shoemake and Operations Manager Aja Vickers; Commissioners Rick Graff, Penny Ryerson, Chuck Gerttula, and Gregg Harrison; No Decisions were made.

**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, Office Manager Debbie Scacco, and Operations Manager Aja Vickers.

**3) Introduction of Visitors/Visitor Comments:** There were no visitors present.

**4) Approval of Minutes:** It was moved and seconded (Gerttula/Harrison) to approve the minutes of the Regular Meeting of September 20, 2016. Motion passed 4/0.

**5) Financial Report:** Office Manager Scacco reported on office operations for the month. Scacco assisted in preparing the Oregon Department of State Lands Waterway lease renewal application for the Boatyard and assisted with modification to the Oregon Department of Environmental Quality 1200Z permit at the boatyard. She reported that she is working on the next disbursement request for Connect Oregon grant.

Scacco reviewed the financial reports and answered questions posed by the Commissioners. It was moved and seconded (Ryerson/Gerttula) to pay the bills and accept the financial report. Motion passed 4/0.

**6) Manager's Report:** Boatyard Build Out: Manager Shoemake provided a tour of the boatyard improvements prior to the meeting. He advised the Commission that contrary to the written report provided in the meeting packet, a second bid had been obtained for finish concrete work on the new washdown pad, with the work tentatively scheduled for the week following the meeting.

Boatyard Report by Operations Manager Aja Vickers: Vickers reported on current work being completed in the yard including a paint job on the FV Adventure and a bulbous bow on the FV My Lee. She reported that there are 17 vessels on the wait list for the Ascom Lift. She reported that she revised the Storm Water Pollution Control Plan that was needed to modify the DEQ 1200Z permit. She told the Commissioners that she presented and participated in a panel at the Marine Technology Conference in Newport.

Maintenance Report: Manager Shoemake reviewed the written report submitted by Maintenance Manager Les Hall. Hall worked with the Angell Job Corps on the path, cleaned up at the storage yard, and has been working on reinstalling and maintaining the docks as necessary. He has also helped with the first concrete pour at the boatyard, and with construction of the forms for the new washdown pad. His next project will be to set up the big tent in the boatyard which will allow boats to be worked on through the winter.

Grant Reports:

- Toledo Community boathouse additional boathouse: Construction has been going smoothly with Joe Novello and his volunteer crew of “retired guys”. Framing and trusses are up with the installation of the roof and siding scheduled next.
- Depot Slough Path: The Angell Job Corps are approximately half way down the path with the pavers. A three month extension has been requested which will allow the Job Corps to finish, and time for Port staff to complete the benches.
- ConnectOregon VI: The grant contract has not yet been received.

OPPA Conference: Manager Shoemake reported that he attended OPPA’s annual conference. A big focus at the conference is how new FEMA rules will affect development of flood plains. He recommended that the Port should pursue Port Planning and Marketing grant funds from Business Oregon in order to look at how best to preserve development of Port property.

Other: Manager Shoemake reported that Oregon State University Wave Energy Department will be bringing associates from Scotland’s wave energy center to tour the boatyard later in the week. He also invited the Commission to attend the Toledo Chamber of Commerce’s lunch on Thursday, where he will be speaking about the Boatyard expansion and job creation.

**7) Discussion Items:** Joint Meeting with the City of Toledo, presented by Debbie Scacco, Office Manager. The City has proposed December 13<sup>th</sup> at 6:00 pm for the meeting. The Commission agreed by consensus.

**8) Decision Items:** Resolution 2016-8 to declare surplus property, presented by Bud Shoemake, Port Manager. The resolution formalizes the decision made at the September meeting and is required by the Port’s contract policy. It was moved and seconded (Gerttula/Ryerson) to adopt Resolution 2016-8. Motion passed 4/0.

Revise Boatyard Rates presented Aja Vickers, Operations Manager: Vickers reviewed proposed rates for hard moorage and recycling fees. It was moved and seconded (Gerttula/Ryerson) to adopt the proposed rates for hard moorage. Motion passed 4/0. Commission asked Vickers to review the recycling fees and present them at the next meeting.

**9) Commissioners Comments:** Commissioner Ryerson said she is happy with what she sees at the shipyard and thanked Manager Shoemake for the tour.

Commissioner Gerttula said he would like to see plans to rebuild the boardwalk before the next boat show, and wondered if there was remaining logs to be milled to complete the project. He suggested the possibility of building silt traps up depot slough to decrease the need of dredging.

Commissioner Graff said he was concerned that high tides are affecting the mitigation site on Olalla Slough and washing silt into Depot Slough.

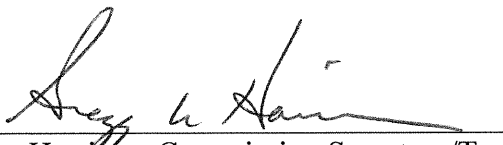
Commissioner Harrison thanked Manager Shoemake for the boatyard tour.

**10) Upcoming Meetings:** Manager Shoemake requested rescheduling the November Regular Commission Meeting to November 22, 2016. It was agreed by consensus by the Commissioners. Upcoming meetings are as noted on the agenda.

At 8:20 pm Aja Vickers was excused.

11) **Executive Session ORS 192.660(2)(a):** Port of Toledo Board of Commissioners entered into Executive Session regarding personnel at 8:20 p.m., session closed at 8:35 p.m. No decisions were made.

12) **Adjournment:** It was moved and seconded (Gerttula/Ryerson) to adjourn the meeting at 9:35 p.m. Motion passed 4/0.

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

Gregg Harrison, Commission Secretary/Treasurer