

RESCHEDULED MEETING
Port of Toledo Board of Commissioners
496 NE Hwy 20, Unit #1, Toledo, OR 97391
November 29, 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 President Mike Kriz.

2) **In Attendance:** Commissioners Mike Kriz, Rick Graff, Gregg Harrison, Chuck Gerttula and Penny Ryerson. Port Staff: Manager Bud Shoemake and Office Manager Debbie Scacco.

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

4) **Supplemental Budget Hearing:** President Kriz opened the Hearing for a Supplemental Budget at 7:05 pm. Office Manager Scacco reviewed the changes included in the Supplemental Budget:

- A new fund for the ConnectOregon VI grant
- Add unanticipated income to the General Fund, and make appropriations
- Add income to Boatyard Enterprise Fund to apply for Planning Grant, and make appropriations
- Add income to ConnectOregon V Special Fund for modified Business Oregon IFA grant/loan agreement.

Manager Shoemake discussed needs for the new planning grant.

No additional comments were received and the President Kriz closed the Hearing at 7:17 pm.

5) **Approval of Minutes:** It was moved and seconded (Ryerson/Graff) to approve the minutes of regular Commission meeting of October 18, 2016. Motion passed 5/0.

6) **Financial Report:** Office Manager Scacco reviewed the office activities for the month. In addition to preparing the supplemental budget, work has been done in preparation of the audit. The Port's auditor, Signe Grimstad, is applying to the State for an extension so that the audit can be completed by February. Disbursement requests have been made for the ConnectOregon project, with funds already received from IFA, and ODOT's reimbursement of \$290,979 is on its way. Scacco presented a draft Whistleblower policy, which is a new requirement for Oregon Public employers.

Scacco reviewed the financial reports and answered questions posed by the Commissioners. Commissioner Gerttula suggested adding a line item for meals in next year's budget. It was moved and seconded (Gerttula/Ryerson) to pay the bills and accept the financial report. Motion passed 5/0.

7) **Manager's Report:** Manager Shoemake said he was glad to be back from vacation, and reported that staff handled everything well while he was away.

Boatyard Build Out: The Connect Oregon V project will be wrapping up the end of December. Sandblast poles and new sandblast curtains still have to be purchased. The new concrete for the wash down pad is curing well. Another running pad may need to be built against the bank for the lift to drive on and the wash-down and water treatment systems are still to be completed. He reported that the labor costs of hauling the larger boats is still being analyzed and another rate adjustment may be required. He said the big boat owners are happy as there has never been a sufficient haul facility on the Yaquina.

Boatyard Report: Manager Shoemake reviewed the written report submitted by Operations Manager Aja Vickers. She reported that there were 13 haul outs on the 85 ton lift, and 5 haul outs with the 660 ton lift, with another 5 on the schedule for next month. She reported on work currently being done on OSU's buoys.

Manager Shoemake presented slides of a 300 ft. tall boat lift that he visited in Belgium. He also showed photos of work in progress on the FV Marathon, and FV Lady Kay, as he discussed the challenges of accessing the large vessels when they are hauled out.

Manager Shoemake acknowledged Reno Randall's influence at the Boatyard, saying he is its best salesman. Randall has lined up multiple jobs for fabricating wheelhouses and bulbous bows.

Maintenance Report: The past month has been spent assembling the big tent in the boatyard. It was set up on I-beams so that it is portable, and can be moved with the Ascom Lift.

Grant Reports:

- Connect Oregon VI: The contract is signed, and the Notice to Proceed has been received. Manager Shoemake is starting scoping and bidding documents.
- Depot Slough Path: Angell Job Corps will be back to finish the project when the weather improves.
- Boathouse II: Port staff installed the sheathing and roof on the boathouse. Joe Novello and his volunteer crew will be back to finish the project when the weather improves.
- Port Planning and Marketing: Manager Shoemake described the need to update the Business Plan at the Boatyard since the original plan called for a 300 ton lift. The plan would also examine best uses for all of the Port's properties.

8) Discussion Items: Proposed agenda items for the December 13th, Joint Meeting with the City Council were discussed.

- Future needs for sewer at Industrial Complex and Boatyard
- Business Plan
- Lodging for Boat crew
- Vocational Training

9) Decision Items: It was moved and seconded (Gerttula/Graff) to Adopt Resolution 2016-9 to Adopt a Supplemental Budget. Motion passed 5/0.

It was moved and seconded (Gerttula/Harrison) to revise the Boatyard rate for recycling fees to \$3 a gallon. Motion passed 5/0.

It was moved and seconded (Harrison/Ryerson) to authorize the Port Manager to apply for Port Planning and Marketing Grant. Motion passed 5/0.

It was moved and seconded (Ryerson/Graff) to adopt Whistleblower Policy. Motion passed 5/0.

10) Commissioners Comments: Commissioner Ryerson welcomed Manager Shoemake home. She is looking forward to the meeting with the City.

Commissioner Graff also welcomed Manager Shoemake Back. He reported that he made a couple of trips to the boatyard and is impressed by the boats and the boatyard crew. He thinks the yard will help the community immensely, and thanked the Commissioners for how far the Port has come.

Commissioner Gerttula said he was concerned about running out of room for parking at the Boatyard. He suggested finding a barge or a FEMA trailer that could be used for temporary lodging of crews. He shared his vision of having a modern Industrial building at the Industrial Complex.

Commissioner Harrison said he enjoyed watching the first haul out with the new lift. He suggested the Port thank the City at the Joint meeting for the City's support of the Boatyard Expansion. He asked if there was any damage to port property due to recent rains and flooding.

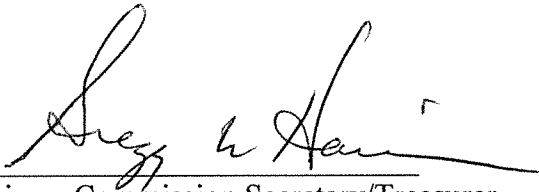
Manager Shoemake replied that there was a lot of run off at the Industrial Complex, and at the Boatyard the shear boom needs to be replaced to keep floating debris from reaching the new piers.

Commissioner Kriz said he was looking forward to the meeting with the City.

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

No recess or Executive Session were needed

12) Adjournment: It was moved and seconded (Gerttula/Ryerson) to adjourn the meeting at 9:20 p.m. Motion passed 5/0.



Gregg Harrison, Commission Secretary/Treasurer