

REGULAR MEETING
Port of Toledo Board of Commissioners
496 NE Hwy 20, Unit #1, Toledo, OR 97391
December 20, 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, 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 (Ryerson/Graff) to approve the minutes of the Special Meeting of December 13, 2016. Motion passed 5/0.

Office Manager Scacco advised that the minutes for the November 29th Rescheduled Commission meeting will be presented for approval in January.

5) **Financial Report:** Office Manager Scacco reviewed the need for Resolution 2016-10, stating that Business Oregon revised the terms of the Loan grant agreement that was previously approved in Resolution 2016-7. The terms stated in Resolution 2016-7 were incorrect and the revised terms now reflect the agreement as originally explained to Port staff by the Port's Business Oregon Regional Coordinator.

Scacco reviewed the financial reports and answered questions posed by the Commissioners. Commissioner Harrison asked about the inventory adjustment on the Boatyard Enterprise Fund's Profit and Loss. Scacco explained inventory at the boatyard has been a challenge, and she expects it to remain a challenge through this budget year. She advised that a partial inventory will be taken on December 30th and additional adjustments will be made. She said that new business from the large boats is requiring additional inventory to be stocked. Manager Shoemake explained personnel changes being made in the boatyard to help with inventory control. It was moved and seconded (Ryerson/Harrison) to pay the bills and accept the financial report. Motion passed 5/0.

6) **Manager's Report:** Boatyard Build Out: The Connect Oregon V project will be closed out by the end of the year. Manager Shoemake reported that work on the sandblast poles and waste water treatment system is being finished. Boatyard crew has been building new boat stands out of surplus piling that will help accommodate the large boats. The Notice to Proceed has been received for the Connect Oregon VI project to build the Environmental Work Building. Manager Shoemake reported that he is working with geotechnical engineers and designers to design the building foundations and will meet with building manufacturers after the first of the year.

Manager Shoemake reviewed a series of slides of current operations that included photos of Contractor Ben White, the diver that has been checking the placement of slings on the large boat haulouts; the Fishing Vessel Hickory Wind, an Icicle boat; Port of Newport staff loading loaner plate steel for the boatyard; work on the Fishing Vessel Marathon's new kort nozzle; new boat stands built by the boatyard fabrication crew; photos of JLG and ladder/scaffold set up used to access new big boats; Ron Trevillion and crew and the new roof at the Industrial Complex; and the State's dredge at Port of Alsea.

Boatyard Report by Operations Manager Aja Vickers: Vickers reported on current work being completed in the yard including work on the F/V Marathon, OSU Research equipment, F/V

Northern Ram, and F/V Hickory Wind. She reported that new crew members have brought valuable experience to the team. She has been communicating with Waldport High School welding teacher about planning a field trip for students to observe vocational possibilities. Vickers complimented the boatyard crew for the work being done by working weekends and long hours as necessary.

Commissioner Gerttula suggested that Linn Benton Community College and Toledo High School staff be contacted and provided opportunities for field trips.

Maintenance Report: Manager Shoemake reviewed the written report submitted by Maintenance Manager Les Hall. Hall finished setting up the tent, cleaned up at the Industrial Complex after the heavy rains, repaired a float at the launch ramp, outside clean up at Port Station 1, and assisted with forklift repair.

Grant Reports:

- Toledo Community boathouse additional boathouse: the volunteers have the windows in and are working on the siding.
- Depot Slough Path: State Parks gave the Port a six month extension to complete the project. Angell Job Corps will be back after the first of the year to complete the pavers.

Wooden Boat Show: Manager Shoemake reported that the planning committee will start meeting again in January. This year the show will feature the United States Coast Guard and he plans to have a 36' on the poster. He contacted the Fair Board to request they change the date of the county fair so it would not conflict with the show. County Commissioner Bill Hall notified him that it was too late for 2017, but the Fair Board would consider the Boat Show when scheduling the 2018 fair.

Christmas Party: Manager Shoemake invited Commissioners to attend the Port Christmas Party on the 22nd at the Port Office.

Commissioner Gerttula inquired about equipment needs. Manager Shoemake replied that the JLG lift and new stairs are critical for vessel access. There is also a list of desired items that includes a plasma cutter and iron worker. He reported that the Boatyard has an excellent mechanic on staff that has repaired both compressors that were purchased previously through the State's surplus program.

7) **Discussion Items:** There were no discussion items

8) **Decision Items:** It was moved and seconded (Ryerson/Graff) to Adopt Resolution 2016-10 to approve revised IFA Loan/Grant agreement and to withdraw Resolution 2016-7.

9) **Commissioners Comments:** Commissioner Ryerson thanked the Port's office staff for the dinner for the Joint meeting with the City. She said she was pleased with how the meeting with the City went. She is very excited to see the big boats hauled-out at the boatyard. She wished everyone Merry Christmas.

Commissioner Graff also complimented the Port's office staff for the dinner prior to the joint meeting. He said he has been receiving compliments from Skippers regarding their recent experiences at the boatyard.

Commissioner Gerttula was happy with the meeting with the City.

Commissioner Harrison said he was excited for, and would like to see publicity about, Waldport High School visiting the boatyard. He thinks parents and students would be encouraged by the opportunity to find good jobs and remain in Lincoln County.

Commissioner Kriz would like to see Toledo High School's vocational programs revived.

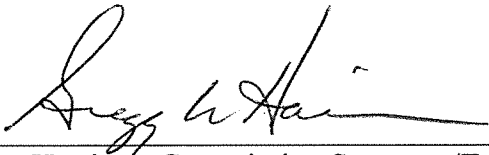
Commissioner Gerttula suggested that promotional materials be developed for the schools counseling staff stating possible vocations and training required.

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

11) Recess: At 8:42 pm, President Kriz called for a 5 minute recess and Aja Vickers was excused.

12) Executive Session ORS 192.660(2)(a): Port of Toledo Board of Commissioners entered into Executive Session regarding personnel at 8:47 p.m., session closed at 9:00 p.m. No decisions were made.

13) Adjournment: It was moved and seconded (Harrison/Graff) to adjourn the meeting at 9:10 p.m. Motion passed 5/0.



Gregg Harrison, Commission Secretary/Treasurer