

REGULAR MEETING
Port of Toledo Board of Commissioners
Meeting via GoToMeeting
Tuesday, February 16, 2021, 6:00 pm

1) **Call to Order:** The regular meeting of the Port of Toledo Board of Commissioners was called to order at 6:00 pm by Commission President Chuck Gerttula. The meeting was conducted electronically by GoToMeeting.

2) **In Attendance:** Commissioners Chuck Gerttula, Rick Graff, Zack Dahl, and Mike Kriz; Penny Ryerson joined the meeting at 7:07 pm. Port Staff: Port Manager Lorna Davis, Assistant Port Manager Debbie Scacco, and Shipyard Manager Jim Pinckney.

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

4) **Approval of Minutes:** It was moved and seconded (Graff/Dahl) to approve the minutes of the Regular Meeting of January 19, 2021. Motion passed 4/0.

5) **Financial Report:** Scacco reported on administrative activities for the past month: She participated in BST Associates' interviews with stakeholder for the Strategic Business Plan and providing financial reports to BST for their financial analysis. Disbursement requests were made from Business Oregon and Connect Oregon for the building and from the Maritime Administration for the vocational training grant. Scacco worked with staff to determine additional funding needed to complete the work building. Port Manager Davis reported that the request for additional funding from Business Oregon will be presented to the Infrastructure Finance Authority Board on April 11. Scacco and Davis met with the City to discuss the sewer extension and electric car charging station projects and requirements for using City sewer for shipyard processed wash water. A lease was signed with Bay Area Enterprises for Port Station 1, unit 2. Scacco reported that the Port has been awarded an Oregon State Marine Board Small Grant of \$10,000 to be used for engineering a new ADA gangway at the Marina.

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

6) **Shipyard Report:** Shipyard Manager Jim Pinckney reported on vessels in the yard. He reported that the paint crew completed paint jobs between rain breaks, crew have been cleaning up in the yard, and the paint containers have been moved so that they can be connected to electricity. Work on the Large Vessel Work Building: HVAC, fire suppression, and air system are installed, the electrician is installing the fire alarm system and HVAC.

7) **Managers' Report:** Manager Davis reported on the Port Planning and Marketing project to update the Strategic Business Plan. BST will continue working on the update through the next month.

Sewer Extension Project – A Land Use Compatibility Statement has been submitted to the City. The first phase of the project is the installation of a 5,000 -gallon holding tank near the Large Vessel Work Building. Permitting will require an intergovernmental agreement with the City of Toledo for pumping and disposal of waste from the tank. Manager Davis reported that she and retired Port Manager Shoemake attended the City Council meeting on January 20th to ask for an easement on the TIP property for the sewer extension. The City is planning on selling the property and has indicated it would be noted that the Port has been granted an easement.

Electric Car Charging Station – Two potential locations for the station at the Marina have been identified, electrical and paving quotes are being obtained to determine best location. Davis will coordinate installation with the City which is in receipt of the project funding from Georgia Pacific.

Port Station 1, Unit 2 – The unit has been leased by Bay Area Enterprises. The port had the natural gas service re-installed to the building to connect the existing gas heater in the unit.

Dredging – Davis reported that she and retired Manager Shoemake had met with the Corps of Engineers regarding potential dredge disposal sites. The City of Toledo will allow the Port to place dredging material on the TIP property provided the work is concluded by the end of this year, however the Corps is making plans to dredge in 2023.

Wooden Boat Show – The planning committee met and determined that planning for this year's show should continue but a final decision will be made about having the show at the June 9th planning meeting.

8) Discussion Items: Commissioners discussed lifting COVID19 restrictions at the Marina and Park. Staff is currently not accepting any reservations for the Pavilion or Waterfront Park use. Currently the County is at the State's High-Risk level. The State's guidance allows 75 people maximum group size for Outdoor Recreation. Commissioners tabled the discussion until the next meeting.

9) Decision Items: It was moved and seconded (Kriz/Dahl) to authorize the Port Manager for USDA Rural Business Enterprise Grant funds. Motion passed 4/0.

It was moved and seconded (Graff/Kriz) to authorize the Port Manager to apply for an Oregon State Marine Board Boating Facility Grant. Motion passed 4/0.

10) Commissioner Comments: Commissioner Kriz advised SM Pinckney to take advantage of the quiet time in the yard, to catch up on cleanup and maintenance projects when it is peaceful.

Commissioner Graff said his boat is scheduled in the boatyard tomorrow. He reported that the yard looked very cleaned up.

Commissioner Dahl said he looked forward to meeting SM Pickney in person. He is happy with the staff that are leading each line of business.

Commissioner Gerttula was happy with the grant/loan disbursements, asked about the status of WAVE internet, and thanked everyone for their hard work. Scacco advised that WAVE fiber is installed at PS1 and will be installed at the Large Vessel Work Building as soon as the building is ready.

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

At 7:07 pm Shipyard Manager Pinckney was excused from the meeting and Commissioner Penny Ryerson joined the meeting.

12) Executive Session ORS 192.660 (2)(a, e, & h): Port of Toledo Board of Commissioners entered Executive Session to discuss Real Estate matters at 7:11 p.m. Session closed at 7:15 p.m. No decisions were made.

Regular Session resumed with a Decision Item at 7:15 p.m. It was moved and seconded (Graff/Kriz) to authorize the Port Manager to negotiate and enter into consulting service agreement. Motion passed 5/0.

13) Adjournment: It was moved and seconded (Graff/Kriz) to adjourn the meeting at 7:20 p.m. Motion passed 5/0.


Zack Dahl, Commission Secretary/Treasurer