

**REGULAR MEETING**  
**Port of Toledo Board of Commissioners**  
**496 NE Hwy 20, Unit #1, Toledo, OR 97391**  
**February 20, 2019 – Wednesday, 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 Rick Graff.

2) **In Attendance:** Commissioners Rick Graff, Mike Kriz, Chuck Gerttula, and Penny Ryerson. Commissioner Zack Dahl was excused. Port Staff: Manager Bud Shoemake and Assistant Port Manager Debbie Scacco.

3) **Introduction of Visitors/Visitor Comments:** No visitors were present

4) **Supplemental Budget Hearing:** At 6:03 pm President Graff opened the Hearing for the Supplemental Budget for Fiscal Year 18-19. Assistant Port Manager Scacco advised that the need for the Supplemental Budget is due to obtaining a line of credit for the Special Grant Fund. Appropriations are required to repay the line of credit, which will be paid from the reimbursement of grant funds. As there was no public attendance, he declared the hearing open and continued with the regular business.

5) **Approval of Minutes:** It was moved and seconded (Gerttula/Ryerson) to approve the minutes of the Regular Commission Meeting of January 15, 2019. Motion passed 4/0.

6) **Financial Report:** Scacco reported that the audit was submitted on January 31. Copies of the audit were provided to each Commissioner. The year-end journal entries for Fiscal Year 17-18 have been made. Grimstad revised the Fixed Asset List and Depreciation Schedule and a line has been added at the bottom of the General Fund profit and loss statement to show the GAAP (generally accepted accounting principles) adjustment for year to date depreciation. Scacco said that she will calculate the depreciation by fund for the next meeting.

Scacco advised the Commissioners that three of the Commissioner's positions are up for election this year. Commissioners: Gerttula, Position 2; Kriz, Position 4; and Ryerson, Position 5. A Notice of Commissioner Election is posted on the Port's website and filing packets are available at the Port Office.

Scacco announced that Jason Sasso was hired as the Compliance Specialist. Jason will start on the job on March 1. The Port's new employees, Jag workers, F/V Pegasus, and F/V Predator crews were trained on confined spaces and fall protection. Manager Shoemake reported on the status of the current Federal and State OSHA (Occupational Safety and Health Administration) visits to the shipyard.

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

7) **Manager's Report:** Shipyard Report – The large vessel end of the shipyard will be at capacity for the next two and a half months. An emergency haul-out for the F/V Redeemer was just completed. During the past month there were 15 haul-outs with the 85-ton lift and F/V Big Wave with the 660-ton lift. Work is continuing on the NOAA launches, F/V Pegasus, and F/V Predator. Work has just been completed on the R/V Elakha. Four new employees were hired this past month with recruitment remaining open for qualified welders and painters.

Boatyard Work Building – The contract to install the new waterline at the Shipyard was awarded to Leo's Excavating. The project is approximately half completed.

The invitation to bid for pile driving is being prepared. Commissioner Kriz asked how many pilings are required. Manager Shoemake replied that fifty-one are required.

Lincoln County School District Vocational Training – Shipyard Foreman, Ben Victorine, is working with the high school instructors to equip each student with appropriate work wear and tools. The students will have an orientation tomorrow, February 21, and will start working February 27.

Criteser’s Launch of the Rex on February 7 was well attended. Afterwards, Bob Jacobson told Manager Shoemake that he is organizing a college scholarship fund in honor of Ralph Criteser. Commissioner Kriz commented that Criteser’s machine shop should be a museum. Manager Shoemake agreed, saying the whole property should be preserved, as it is the last marine rail on the Yaquina.

Manager Shoemake reported that the Fishpeople Seafood is doing well. They currently have 18 employees and are working five, twelve-hour shifts.

The video of the launching of the Rex was shown and a slide show was presented showing photos of: Leo’s Excavating installing the new waterline at the Shipyard; the OSU Buoys in the shipyard for painting; work on the F/V Redeemer and F/V Pegasus; the JLG that the maintenance crew have overhauled, and it being prepared to sandblast.

**8) Discussion Items:** Joint Meetings with the Port of Newport and City of Toledo – Manager Shoemake reported that the Port of Newport is interested in a joint meeting once their new manager is on board, sometime after April. Shoemake will contact the City Manager and provide proposed dates for the meeting. A discussion item at the City’s meeting will be the project to extend city sewer to the Shipyard and Industrial Park.

Manager Shoemake reported he was on BOSS Radio with a panel regarding House Bill 2284, the proposal to make the Port of Newport a State managed port. Shoemake shared the Port of Toledo’s position as supporting local control. He advised that the Port of Newport is opposing the bill, or at a minimum modify it so that it has to go to the district for approval.

Commissioner Ryerson asked about the large boat parked at the Industrial Park. Manager Shoemake explained that it is for repair by Scott Hatfield at the Shop.

Manager Shoemake reported that he is on the Port of Newport committee to review applicants for the Port of Newport’s Port Manager position. The committee will be interviewing applicants in March.

Manager Shoemake requested the commission consider an increase of his vacation accrual.

**Supplemental Budget Hearing** closed at 7:45 pm. There were no comments.

**9) Decision Items:** It was moved and seconded (Gerttula/Ryerson) to adopt Resolution 2019-1, a Supplemental budget for FY 2018-2019. Motion passed 4/0.

**10) Commissioner Comments:** Commissioner Ryerson said the administrative and operations crews do a marvelous job and she wants them to know that they are appreciated. She is very proud of the shipyard and said it has been a dream of hers to have a shipyard in this community.

Commissioner Kriz said the launch party at Criteser’s was very nice, and that Ralph Criteser appreciated it. He visited the shipyard and spoke to crew. He does not want to see Port of Newport management taken to the state level.

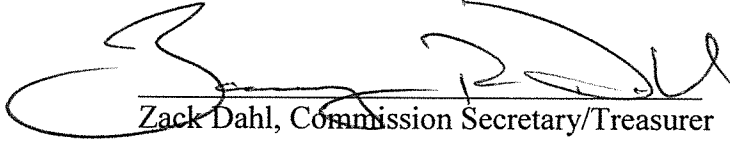
Commissioner Gerttula asked about small boat repair at the shop. Manager Shoemake responded saying that invoicing and paperwork is going through the shipyard office, Scott Hatfield is a very good mechanic, and he did a lot of the work on the small NOAA boats. Gerttula expressed his confidence in Port Manager Shoemake and Assistant Port Manager Scacco

Commissioner Graff apologized for missing the last meeting and the launch at Criteser’s due to his injury. He said everywhere he goes people talk about how well the Port is doing, and he attributes it to the staff, both operations and administrative. He is appreciative of the work the Retired Old Guys

are doing at the boathouse. Manager Shoemake added that the volunteers appreciate the T-shirts Graff made for them.

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

**12) Adjournment:** It was moved and seconded (Gerttula/Ryerson) to adjourn the meeting at 8:00 p.m. Motion passed 4/0.



Zack Dahl, Commission Secretary/Treasurer