

**REGULAR MEETING**  
**Port of Toledo Board of Commissioners**  
**496 NE Hwy 20, Unit #1, Toledo, OR 97391**  
**Tuesday, January 21, 2020, 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.
- 2) **In Attendance:** Commissioners Chuck Gerttula, Rick Graff, Zack Dahl, Mike Kriz and Penny Ryerson. 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:** President Gerttula opened the budget hearing at 6:00 pm, since no visitors were present for comments, regular business was resumed.
- 5) **Approval of Minutes:** It was moved and seconded (Ryerson/Graff) to approve the minutes of the Regular Commission Meeting of December 17, 2019. Motion passed 5/0.
- 6) **Financial Report:** Scacco reviewed the need for the supplemental budget. The amendment to the loan with Oregon Business for the Shipyard Work Building increases the loan amount by \$1,576,400, which needs to be appropriated into the Special Grant Fund budget.  
Scacco reported that she assisted the Port Manger with coordination between engineers and contractors this past month. She also submitted a Connect Oregon grant disbursement request for \$408,883.56 and provided progress reports to the Maritime Administration for the welding lab.  
Scacco reviewed the financial reports and answered questions posed by the Commissioners. Commissioner Dahl reviewed the Shipyard profit and loss report and observed the ratio between cost of goods sold and retail sales did not reflect an appropriate mark up. Scacco will investigate. It was moved and seconded (Ryerson/Kriz) to pay the bills and accept the financial report. Motion passed 5/0.  
Scacco asked the Commission if they would like to continue to support the Toledo Flower Basket program by paying for 2 flower baskets. Commissioner Dahl said it is important to work together to make the community better. By consensus the Commissioners agreed to continue support of the program and authorized purchase of two baskets.

**Budget Hearing Closed:** It was moved and seconded (Dahl/Graff) to close the budget hearing at 6:40 pm. Motion passed 5/0.

- 7) **Manager's Report:** Vocational Training Lab - A ribbon cutting for the welding lab will be January 29 at 2:00 pm at the Industrial Park, 625 NW Bay Road, Toledo. Copies of the Constant Contact newsletter and an article that was published in the Daily Journal of Commerce were provided to the Commissioners.

Airrow heating donated services to install the lab's ventilation system. They wanted to contribute to the project because they believe in the value of the program.

Bruce Lambert, the Director of MARAD Pacific Northwest Gateway will attend the ribbon cutting, and will also tour the Port and conduct a staff training on available federal grant resources.

Port crews have assisted Lincoln County High School preparing their welding lab at the Taft high school. Crews fabricated and installed welding booths and tables. Eddyville Charter School is also working on implementing a welding program and has applied for a federal grant to add vocational training.

Shipyard Report: Manager Shoemake reviewed the list of vessels hauled out over the previous month. Crews worked on 8 vessels hauled out on the 660-ton lift and 8 on the 85-ton lift over the past

month. The distant water fleet has moved north and Port crews are staying busy with maintenance projects as well as billable hours and getting ready for compliance visits by Oregon Department of Environmental Quality and the State Fire Marshal.

**Shipyard Work Building:** A contractors meeting was held with JH Kelly, the electrical engineer, Jon Holbrook and Ron Dundas. The electrical engineer is finalizing the plan so that conduit runs can be installed under the foundation. JH Kelly is scheduled to start in the next several weeks. They are currently building all of the foundation forms at their shop.

**Dredging:** The Corps is requesting \$3.129 million federal appropriation to dredge the river and Depot Slough. Funds were adjusted last year to help Depoe Bay be dredged. The Port is represented at the federal level by Federal Relations (Peter and Ray) and the Pacific Northwest Waterways Association (PNWA).

**Port Station One – Unit 2:** Jen Kent, potential port Tenant will host an open house next door on Saturday January 25. Kent would like to open a brewery and will have the unit open for potential investors to tour. She will have her conceptual design available as well as samples.

Manager Shoemake showed slides of the welding lab, work being done at Taft welding lab, and the OSU Buoys at the yard being painted.

Manager Shoemake reported that he will attend the City's public hearing the following night regarding the TIP property. He displayed the tax lot map and explained that the sewer extension line will have to go through the property according to City staff recommendations, and an easement will be required.

**8) Discussion Items:** A joint meeting with the City of Toledo has been scheduled on Wednesday, February 12, at the Port Office.

A joint meeting with the Port of Newport is scheduled for April 14 at 6:00 pm.

**9) Decision Items:** It was moved and seconded (Ryerson/Dahl) to adopt Resolution 20-01 adopting a Supplemental Budget for Fiscal Year 19/20. Motion passed 5/0.

**10) Commissioner Comments:** Commissioner Kriz is looking forward to seeing what the new year brings.

Commissioner Dahl is looking forward to the 2<sup>nd</sup> half of the fiscal year and completing the project. He thanked the Commission and staff for their hard work.

Commissioner Graff hoped everyone had a good holiday and looking forward to the welding program starting up.

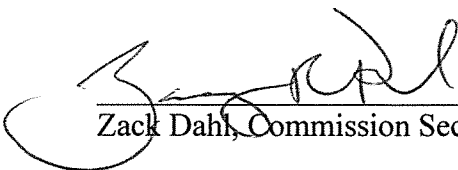
Commissioner Ryerson is very happy with the welding lab and complimented Port staff.

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

**12) Recess:** Commissioner Gerttula called a five-minute recess at 7:17 pm.

**13) Executive Session ORS 192.660(2) (a):** Port of Toledo Board of Commissioners entered into Executive Session to discuss personnel matters at 7:23 p.m. Session closed at 7:40 p.m. No decisions were made.

**14) Adjournment:** It was moved and seconded (Dahl/Ryerson) to adjourn the meeting at 7:41 p.m. Motion passed 5/0.

  
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Zack Dahl, Commission Secretary/Treasurer