

REGULAR MEETING
Port of Toledo Board of Commissioners
496 NE Hwy 20, Unit 1, Toledo, OR 97391
Tuesday, May 18, 2021, 6:00 pm

- 1) **Call to Order:** The regular meeting of the Port of Toledo Board of Commissioners was called to order at 6:02 pm by Commission President Chuck Gerttula. The meeting was conducted in person and was accessible electronically through GoToMeeting.
- 2) **In Attendance:** Commissioners Chuck Gerttula, Rick Graff, Zack Dahl, Mike Kriz, and Penny Ryerson; Port Staff: General Manager Lorna Davis, Assistant Port Manager Debbie Scacco, Maintenance Manager Les Hall and Shipyard Manager Jim Pinckney.
- 3) **Presentation by Paul Schuytema,** Economic Development Alliance of Lincoln County regarding Renewal of the Enterprise Zone. Director Schuytema gave an overview of the Enterprise Zone business incentive program. It provides a property tax break for businesses as they add new capital improvements. He advised that this re-designation of the program will be for four years with the State's program terminating in 6/30/2025. He expects that the State will renew this program of a similar program at that time due to its popularity. Scacco advised that the Port's former tenant, Fishpeople Seafood, took advantage of this program. It could help to attract new marine service businesses to Port properties. Director Schuytema was excused from the meeting.
- 4) **Introduction of Visitors/Visitor Comments:** There were no visitors present.
- 5) **Approval of Minutes:** It was moved and seconded (Kriz/Dahl) to approve the minutes of the Regular Meeting of April 20, 2021 and Special Session of April 27, 2021. Motion passed 5/0.
- 6) **Financial Report:** Scacco reported on administrative activities for the past month.
Employee Recruitments: Shipyard Accounting Specialist Mike Meyer accepted another position and provided a 2-week notice. Darcy Hammond was hired to fill this position. She will start full time Monday, May 17. Also, the previously filled Shipyard Welder positions are being advertised and a limited duration Maintenance Specialist position to assist with completing the vessel work building and keep up on Port wide maintenance projects.
The Business Oregon reimbursement of \$438,000 for the Shipyard Work Building loan was received. A second disbursement request for \$210,075 has been submitted. The project is tracking within the revised budget. Scacco continues to provide support for permitting and procurement.
An application to USDA Rural Business Development Grant was made for the 40'x80' fabrication building. The building has been engineered, permitted, and a down payment has been made. USDA has asked if the request could be revised to \$72,550. This amount will cover the remaining cost for the building and about \$6,000 for building materials depending on the final building cost. The project has received a City Floodplain Development permit but the USDA is requiring an environmental site assessment. A 2-week public comment period will be complete on May 21 regarding floodplain development, then the Port should be notified of award.
Covid Relief Funding – an application will be made to close out the remainder of funding on our grant award. A request for \$72,000 was made in December but statewide grant funds were depleted. A notice was received this week that an additional reimbursement window is open

11) **Decision Items:** There were no decision items.

12) **Commissioner Comments:** Commissioner Dahl said it was nice to have an in-person meeting and to catch up with everyone.

Commissioner Kriz said it was good to catch up with everyone. He reported that he has gone down to the boatyard and everyone was happy.

Commissioner Graff was happy to see everyone in person. He expressed concern for finding skilled workers. He advised staff to continue the good work.

Commissioner Ryerson appreciated Maintenance Manager Hall and Shipyard Manager Pinckney's attendance. She commended the staff at the Shipyard and Port Office.

Commissioner Gerttula commented that the new building should help the Shipyard stay busy during otherwise slow times. He offered kudos to Maintenance Manager Hall for keeping up on equipment repairs. He suggested that one of the new kayak launches be placed at the Paddle Park. Maintenance Manager Hall advised that the Paddle Park docks needs maintenance and there are challenges with the dock's construction. He likes the idea of hosting a fleet get together at the new building and combine it with a celebration of Bud's retirement.

Manager Davis Thanked the Commissioners for staying on top of things and being supportive.

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

14) **Adjournment:** It was moved and seconded (Dahl/Kriz) to adjourn the meeting at 7:30 p.m. Motion passed 5/0.



Zack Dahl, Commission Secretary/Treasurer