

Minutes

Port of Toledo Board of Commissioners

October 18, 2022 Tuesday, 6:00PM | 496 NE Hwy 20, Unit 1, Toledo, OR 97391

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

In Attendance

Commissioners Chuck Gerttula, Rick Graff and Penny Ryerson. Port Staff: Port Manager - Debbie Scacco, Maintenance Manager - Les Hall and Administrative Assistant - Brooke Goulet

Introduction of Visitors/Visitor Comments:

There were no visitors.

Approval of Minutes

It was moved and seconded (Graff/Ryerson) to approve the minutes of the Regular Meeting of September 20, 2022. Motion passed 3/0.

Approval of Financials:

Scacco answered commissioners' questions regarding the financial reports. It was moved and seconded (Ryerson/Graff) to accept the financial reports and pay the bills. Motion passed 3/0.

Maintenance' Report

Hall presented Maintenance Report of current services being done on Port equipment. He also gave an update on repairing roof leak at Port Complex, Unit 1. The pending weather will determine if it was repaired or if any other leaks appear. Compressor breakdown issues were discussed. Due to the volume of work in the shipyard a compressor was rented. Hall currently has parts on order for two compressors. Discussed possibility of purchasing the City of Toledo's surplus compressor. Additional equipment shortage was mentioned. United Rentals is selling used equipment with 0% financing and there may be grant funds available to cover equipment costs. Large Vessel Building HVAC - Hall has contacted the installer to determine whether equipment is operating as specified. The HVAC engineer will need to be contacted regarding increasing output and adding filtration.

Managers' Report

Scacco reported on administrative activities for the past month: Introduction of Brooke Goulet, the new Administrative Assistant in the Port Office. Recruitment for bookkeeper/HR should begin later in the month. A job description for this role is being worked up and will be posted as soon as possible.

Shipyard Report – A list of projects that have been in the Shipyard the past month have been provided along with upcoming haul-out schedule. There is a need for additional fabrication personnel and the position openings have been posted. Crews have performed maintenance on blast and paint equipment. NEDES is in

the process of wiring the hardware to extend WAVE fiber internet service via Wi-Fi through the Shipyard. This should be completed on Thursday October 20th.

Grants/Project Updates –An intake form for a Business Oregon Economic Opportunity Fund grant has been submitted to purchase equipment for the Shipyard. MARAD Small Shipyard Grant is another resource for possible funding for equipment. The Port’s engineer is preparing specs for the bid documents for the sewer extension project and is assisting with monitoring the EPA requirements for CDS (EPA) portion of the grant. MARAD Vocation Welding Lab project is ready to close out, all expenditures have been made. The Port of Toledo is working with Oregon Coast Community College as they expand their program to facilitate building improvements. Les Hall is working on obtaining estimates for the HVAC system and Bud is working on facilitating communication between OCCC and Central Lincoln PUD for electrical upgrades. Lincoln County EOA grant may help cover part of the upgrades and OCCC cover the rest.

Permitting/Dredging – WRDA language revision has been submitted and the legislators have been contacted regarding Federal Dredging of the Authorized Channel of Depot Slough and Yaquina River. Currently waiting on passage of the WRDA expected after the November elections. Our consultant is in the process of preparing permit applications for the Transient Dock Dredging. We have received the Army Corps of Engineers permit for the Gangway/Piling for our Boathouse relocation. The DSL permit is contingent upon the City’s approval. As discussed in previous meetings, the city is requiring an engineer’s Hydrological and Hydraulic analysis. However, an appeal has been submitted to the city to contest this requirement. The proposed cost of the required analysis is \$13,500. There will be a hearing at the November City Planning Commission meeting.

Conference Reports – Gerttula attended the Oregon Public Ports Association annual conference in Newport on September 30th. He also met the new Government Relations contact at PNWA, Anthony Pena, and gave him a tour of the Port’s facilities. He obtained some leads on grant resources. Scacco attended the Pacific Coast Congress of Harbormaster & Port Managers semi-annual Fall Conference October 11th – 14th in Skagit Valley, WA. Scacco reported that there was good discussion regarding employee retainage, dredging, and security for both vessels and employees. The group took a tour of the Oak Harbor Marina. Paul Sorenson took Scacco on a tour of the area’s boatyards and marine storage facilities. Dave Harlan attended the Pacific Northwest Waterway’s Association’s Annual Conference on October 12th – 14th in Vancouver, WA. Harlan met with the new MARAD representative.

Discussion Items:

A work session is to be scheduled to discuss COLA increases and complete Best Practices Programs to obtain a 10% discount on general liability, auto liability and property insurance contributions for the 2023 policy year. This year Best Practices Program has a training requirement for all commissioners to complete to receive the full discount.

Commissioner Comments

Gerttula requests acquiring estimate from consultant to start permitting the Tokyo Slough project. He suggested working with the Oregon Coast Community College program to place graduating students at the Shipyard. Gerttula requested that Scacco communicates with staff that the Shipyard existence relies on their work ethic.

Ryerson has a great deal of confidence in the Shipyard and foresees a successful shipyard with more usable land and would like to see the Port work with Georgia Pacific to fill in Tokyo Slough. The Port of Toledo should be developing relationship with Georgia Pacific's new Public Relation's Director.

Graff expressed concern for the ventilation system in the Large Vessel Building.

All commissioners expressed their approval for including Shipyard Supervisors in presentation of the Shipyard Financial Analysis.

Upcoming Meetings:

Upcoming meetings are as noted on the agenda

Adjournment

It was moved and seconded (Ryerson/Graff) to adjourn the meeting at 7:55PM. Motion passed 3/0.



Zack Dahl, Commission Secretary