

REGULAR MEETING
Port of Toledo Board of Commissioners
Meeting via GoToMeeting
Tuesday, January 19, 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, Mike Kriz and Penny Ryerson. Port Staff: Port Manager Bud Shoemake, incoming Port Manager Lorna Davis Assistant Port Manager Debbie Scacco, and Shipyard Manager Jim Pinckney.
- 3) **Introduction of Visitors/Visitor Comments:** Drew Farmer, Bay Area Enterprises and Joe Novello.
- 4) **Drew Farmer, Director of Bay Area Enterprises** – Drew Farmer gave the Port Commission an overview of Bay Area Enterprises’ operations. Bay Area Enterprises is a non-profit, located in Coos Bay which provides training and employment to persons with disabilities. BAE has entered into contracts in Lincoln County and is looking for a commercial unit to operate out of. They will be starting Lincoln County operations with five employees: two current employees are relocating from Coos Bay and three new local employees. Farmer answered questions from Commissioners

At 6:07 pm Farmer was excused from the meeting.

- 5) **Joe Novello, Toledo Community Boathouse** – Manager Shoemake introduced Joe Novello by explaining Novello volunteered to direct activities at the Boathouse after Andrew Linn left. Novello has developed a group of over 50 volunteers for the boathouse programs. Novello thank Manager Shoemake for his support and said he thought it is important that the Port of Toledo provides community programs. Novello gave an update on current boathouse activities. Work is being done on the Yaquina Queen, Chamberlain Dory, and Slick Rick. Volunteers plan to have the boats ready to resume free boating days whenever the Governor lifts COVID19 restrictions to allow this activity, but the program will reopen quietly without promotion to minimize gathering size and to have a chance to reorient volunteers. Novello described the volunteers next planned project to build a boathouse as a floating library which would contains the Coos’, Oregon’s chapter of the Small Craft Association, collection of boat building books and plans. Construction would be funded through grants and fundraising, with the boathouse being constructed on floats that were donated to the Port, and with a request to the Port to provide moorage and continued support. Manager Shoemake stated the library will be an attraction in Toledo and ties in nicely with the Transient Dock and downtown.

At 6:30 pm Novello was excused from the meeting.

- 6) **Approval of Minutes:** It was moved and seconded (Ryerson/Kriz) to approve the minutes of the Regular Meeting of December 15, 2020 and Special Meeting of December 22, 2020. Motion passed 5/0.
- 7) **Financial Report:** Scacco reported on administrative activities for the past month: Orientation for Lorna Davis new Port Manager and Jim Pinckney new Shipyard Manager. An inventory of hazardous materials at the shipyard was provided to the State Fire Marshal. The inventory will need to be maintained on an annual basis and available for review upon request. A

jobs report was submitted to Business Oregon reporting over 100 jobs created by expansion of the Shipyard. The report secured the \$500,000 in grants funds that were used to purchase the 660-ton mobile lift, instead of the originally planned 300-ton lift. The Oregon Coast Bank line of credit used for the new building was renewed.

Scacco reviewed the financial reports and answered questions posed by Commissioners. Commissioner Dahl expressed concern about cash flow. Manager Shoemake reported that additional funding will be requested for the New Work Building from Business Oregon.

It was moved and seconded (Ryerson/Dahl) to pay the bills and accept the financial reports. Motion passed 5/0.

8) Managers' Report: Manager Davis reported on the project to update the Strategic Business Plan. She reviewed the list of interviews scheduled with BST, the Port's consultants, for the following week. Commissioner Gerttula suggested that NOA, OSU and Coastguard be added to the interview list.

Manager Shoemake introduced Jim Pinckney, the new Shipyard Manager. Pinckney described his background as a shipbuilder.

Manager Shoemake reported on work in the Shipyard Work Building: the fire suppression, ventilation and airlines are being installed.

Slides were shown of the F/V Miss Birdie and work in the Work Building.

9) Discussion Items: Scacco asked for Commission preference of dates to schedule a Special Districts Association of Oregon Board Assessment. By consensus that board agreed to have Scacco schedule a Tuesday or Thursday afternoon in September or October.

10) Decision Items: It was moved and seconded (Ryerson/Kriz) to authorize Resolution 2021-1, designating Lorna Davis as the Port of Toledo's registered agent for the State of Oregon and confirming the registered office. Motion passed 5/0.

At 7:25 pm Shipyard Manager Pinckney was excused from the meeting.

11) Executive Session ORS 192.660 (2)(e): Port of Toledo Board of Commissioners entered Executive Session to discuss Real Estate matters at 7:26 p.m. Session closed at 7:46 p.m. No decisions were made.

It was moved and seconded (Ryerson/Dahl) to authorize the Port Managers to negotiate a lease for Port Station 1, Unit 2 with Bay Area Enterprises. Motion passed 4/0 with Commission Graff abstaining due to a conflict of interest.

It was moved and seconded (Ryerson/ Dahl) to add Lorna Davis as an authorized signer to the Port's Bank Accounts at Oregon Coast Bank, Bank of the West, and the Local Government Investment Pool, replacing Bud Shoemake's signature authority, effective February 1, 2021. Motion passed 5/0.

It was moved and seconded (Ryerson/Kriz) to authorize an Oregon Coast Bank credit card for Lorna Davis replacing Bud Shoemake's credit card, effective February 1, 2021. Motion passed 5/0.

It was moved and seconded (Dahl/Ryerson) to authorize the Port Manager to apply for additional Business Oregon funding for the Shipyard Work Building. Motion passed 5/0.

12) Commissioner Comments: Commissioner Kriz welcomed Manager Davis and Shipyard Manager Pinckney. He commented that with Manager Shoemake progress has been full speed ahead since he had joined the Board.

Commissioner Ryerson welcomed Manager Davis. She said she was sentimental about Bud's last meeting, she has known him for over 40 years and it has been a pleasure to be on the Commission and see what he has done with the Port. She wished Manager Shoemake and his wife the best for his retirement.

Commissioner Dahl thanked Manager Shoemake for encouraging him to become a commissioner and wished him the best. He looks forward to working with Manager Davis and Shipyard Manager Pickney.

Commissioner Graff congratulated Manager Shoemake on retirement and looks forward to working with Manager Davis.

Commissioner Gerttula said he supported bringing Shoemake onboard, it has been fun and wished him the best in retirement.

Manager Davis said she has known Manager Shoemake for several years through the Newport Chamber of Commerce and YBEF. She appreciated Manager Shoemake's example.

Manager Shoemake thanked the Commissioner and the Staff.

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

14) Adjournment: It was moved and seconded (Graff /Kriz) to adjourn the meeting at 8:00 p.m. Motion passed 5/0.



Zack Dahl, Commission Secretary/Treasurer