

REGULAR MEETING
Port of Toledo Board of Commissioners
Meeting via GoToMeeting
496 NE Hwy 20, Unit #1, Toledo, OR 97391
Tuesday, May 19, 2020, 6:00 pm

1) **Call to Order:** The regular meeting of the Port of Toledo Board of Commissioners was called to order at 6:13 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 and Assistant Port Manager Debbie Scacco

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

4) **Approval of Minutes:** It was moved and seconded (Kriz/Ryerson) to approve the minutes of the Regular Commission Meeting of April 21, 2020. Motion passed 5/0.

5) **Financial Report:** Scacco reported on administrative activities from the past month. In follow up to the Budget Committee meeting, Scacco reported she found an error in her calculation of the previous year's expenses which resulted in predicting the Beginning Fund Balance for the Shipyard Enterprise Fund too high, the adjustment made by the Budget Committee is in line with the predicted ending fund balance for this year.

Scacco reviewed the financial reports and answered questions posed by Commissioners. Commissioner Gerttula asked how often to expect expenses for new lifting straps. Manager Shoemake replied that the straps are inspected regularly and wear out, straps will be an ongoing expense. Commissioner Dahl encouraged running a profit and loss report for each job, suggested capital outlay tracking for equipment, and is looking forward to a rate analysis to set rates for the new building. It was moved and seconded (Dahl/Kriz) to pay the bills and accept the financial report. Motion passed 5/0.

6) **Manager's Report:** Manager Shoemake reported on the Port's response to COVID19 and explained that the Port is staying up to date with the new guidelines sent by the State. Following a meeting with the County and other Lincoln County Ports, the launch ramp was re-opened on May 15, but the restrooms remain closed. The Toledo Chamber of Commerce wants to proceed with Waterfront Market at Waterfront Park starting June 4, and every Thursday through August, which poses concerns for the Port regarding the requirements for restrooms and hand washing facilities. Commissioners discussed their concerns and were in consensus to not open the park for the Waterfront Market until phase II openings were approved for the County. It was moved and seconded (Dahl/Kriz) to not rent the Waterfront Park during phase I of reopening, but to reconsider the decision after the County has been approved for phase II reopening. Motion passed 5/0.

Manager Shoemake said he will continue to monitor the economic affects to the fishing fleet and expects there to be impacted at the shipyard.

Shipyard Report: There were 12 vessels hauled out on the 660-ton lift and 15 on the 85-ton lift this past month. The shipyard has remained busy and will be re-opening to recreational vessels this month. The F/V Kylie Lynn is scheduled for a sponson in June. Manager Shoemake reported that vessel owners have been approaching him to do their own welding work, but there are liability concerns.

Shipyard Work Buildings: Work on the Environmental work building is moving along smoothly. The workers are installing the upper level of steel framework. The final engineering of the electrical and mechanical plans will be completed next week, and the electrical equipment is out for quotes.

Fabrication Shop: Last month an iron worker was purchased through the MARAD Small Shipyard Grant. There is about \$99,000 remaining in grant funds and Manager Shoemake would like to use it to build a 40'x 60' fabrication shop to house the iron worker, lathe, presses and other fabrication equipment. A preliminary quote has been received, \$36,000 for the building only. This building will be utilized for training the high school interns as well as by the community college. Manager Shoemake reported that the Oregon State Fire Marshall is requiring the tents to be taken down. Commissioner Dahl asked if the proposed building is big enough, suggested adding another 20' and covered storage, and asked to see detailed project costs. Commissioner Gerttula would also like to see the proposed placement of the building.

Wooden Boat Show: Under the Governor's new guidelines all festivals and other large events through September are cancelled, resulting in the cancellation of the Wooden Boat Show. Manager Shoemake said the health and safety of our community is most important.

Photos were shown of Port crews applying Amerlock on the steel of the new building framing; Grating that were fabricated by staff with the new ironworker for the sand blast vault in the new building; and the Ironworker.

7) **Discussion Items:** No Additional discussion Items.

8) **Decision Items:** The decision to not rent Waterfront Park during the current COVID19 restrictions is recorded above in the Manager's report.

9) **Commissioner Comments:** Commissioner Dahl said it is good to see the Boatyard progressing and he is happy to see the building going up.

Commissioner Ryerson said she supports the need for the new fab shop. She is looking forward to getting back to face-to-face meetings. .

Commissioner Kriz reported that he goes to the Shipyard regularly to see the progress on the building and said the iron worker is a good piece of equipment to have. He was also missing in person meetings saying they are more productive.

Commissioner Graff thanked staff for setting up his friend with moorage. He has also been watching the new building go up. He encouraged Manager Shoemake to consider an extra 20' be added to the proposed fab shop.

Commissioner Gerttula also thinks the additional 20' for the fab shop would be great.

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

11) **Adjournment:** It was moved and seconded (Ryerson/Graff) to adjourn the meeting at 7:20 p.m. Motion passed 5/0.



Zack Dahl, Commission Secretary/Treasurer