

Port of Toledo Board of Commissioners

496 NE Hwy 20, Unit 1, Toledo, OR 97391

RESCHEDULED MEETING MINUTES

Tuesday, August 13, 2024, 6:00 pm

Pursuant to notice made by press release to the newspaper of general and local circulation throughout the district, a regular meeting of the Port of Toledo Board of Commissioners (The Board) was held at the Port of Toledo Main Office at 496 NE Hwy 20, Unit 1, in Toledo, Oregon.

1) **Call to Order**

The regular meeting of the Port of Toledo Board of Commissioners was called to order at 6:03 pm by Commission President Lorna Davis.

2) **In attendance**

Commissioners present were Lorna Davis, Mike Kriz, Chuck Gerttula, and Rick Graff, constituting a quorum for the commission. Additional staff present were Debbie Scacco, Port Manager, Kaitlyn JT Heart, Port Bookkeeper, and Lara Wilburn, Port Administration.

3) **Introduction of Visitor/Visitor Comments**

No visitors were in attendance.

4) **Approval of Minutes**

It was moved and seconded (Graff/Kriz) to approve the minutes for the Regular Meeting Minutes from July 16, 2024, and the motion passed (4-0)

5) **Staff Reports**

a) **Shipyard Report by Debbie Scacco:**

Current projects and their timelines were discussed in accordance with the summary attached to the meeting packet. Scacco added that we appear to be busier than this time last year, and that we have had three emergency haul-outs in the last month. There are project estimates out to new customers for potential work in the near future.

b) **Maintenance Report by Debbie Scacco:**

The Port Manager delivered the maintenance report as provided with the packet. Commissioner Gerttula questioned how well the Waterfront Park was cleaned up after the Summer Festival and shared his belief that we should ensure there is a cleaning deposit required for their event.

c) **Financial Report by Kaitlyn JT Heart:**

Heart reviewed the financial reports provided with the packet and answered questions posed by the commissioners. She also asked for guidance about reducing the quantity of financial reports currently included in the packet. Commissioner Davis suggested she would review the reports with the Secretary/Treasurer, Zack Dahl, then share their conclusions about which version(s) of the reports are necessary to include in the packet.

d) **Manager's Report by Debbie Scacco:**

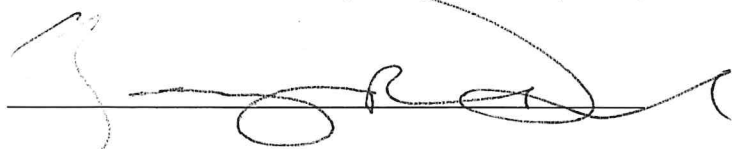
The Port Manager shared her written report included with the meeting packet where additional discussion on the following topics ensued:

- i) Personnel – There has been a new hire chosen for the open Port Office position. She comes from the City of Dalles with plenty of relevant experience, and we look forward to her start date of September 16th, 2024.

- ii) Audit – The audit team will be calling on one commissioner for an interview. The team is also waiting to get information back from Business Oregon. Heart praised the work of staff in the shipyard for keeping good records and thereby making the audit process this year more efficient.
- iii) Port Moorage – Scacco added that in the event the new moorage prices drive away finger pier customers, we could potentially restructure the docks to allow for more side-tie space. Having more side-tie space would allow us to open up the dock to longer vessels, for which we have a healthy waiting list.
- iv) Upcoming Tasks – The commission agreed they would complete the required SDAO Public Meeting training in September, immediately following the adjournment of that month’s commission meeting.
- v) Sewer Extension Project – In regard to the recommendation of the archeologist, Commissioner Davis suggested that we work with our project managers and the archeologist to try to restructure the language of the report to reflect that perhaps we can have an archeologist on call during the digging, rather than one be present every day. If that is not possible, she continued, we might explore getting a state legislator to intervene on our behalf.
- vi) Scacco provided a handout from Oregonians for Floodplain Protection. Pacific Northwest Waterways Association and Oregon Public Ports Association are working with this group to challenge proposed changes to floodplain development policies. NFIP participating communities in Oregon, such as the City of Toledo, must select one of the PICM pathways which include the following: (1) adopt a model ordinance that considers impacts to species and their habitat and requires mitigation to a no net loss standard; (2) choose to require a habitat assessment and mitigation plan for development on a permit-by-permit basis; or (3) putting in place a prohibition on floodplain development in the Special Flood Hazard Area (SFHA). Communities must pick a PICM pathway by December 1, 2024. If a community fails to inform FEMA of its selection, they will default to the permit-by-permit PICM pathway. Communities will be required to report their floodplain development activities to FEMA beginning in January of 2025. This requirement is being made before the draft ESA Plan is completed sometime in 2025 with full implementation estimated for 2027. Scacco has spoken to Mayor Rod Cross and knows the City is aware of the Port’s concerns. Scacco will continue to provide updates regarding this matter.

6) **Adjournment**

It was moved and seconded (Graff/Kriz) to adjourn the meeting at 7:34 pm. Motion carried (4-0)



Zack Dahl, Commission Secretary/Treasurer
Port of Toledo