REGULAR MEETING MINUTES

Tuesday, September 15, 2026, 6:00 p.m.

A regular meeting of the Port of Toledo Board of Commissioners was held at the Port of Toledo Main Office, 496 NE Highway 20, Unit 1, Toledo, Oregon.

- **Call to Order**
  - The regular meeting of the Port of Toledo Board of Commissioners was called to order at 6:01 p.m. by Commission President Lorna Davis.
- **Roll Call**
  - Commissioners present were President Lorna Davis, Zack Dahl, Chuck Gerttula and Charles Cyphert, constituting a quorum of the Commission. Appointed Commissioner Suzanne Silvonen.
  - Staff present were Interim Port Manager Don Mann, Administrative Specialist DeeAnn Ramos and Ben Victorine, Shipyard Manager.
- **Introduction of Visitors/Public Comment**
  - Debbie Scacco, Port Manager, Rich Huebner, Toledo City Manager, Tracy Mix,Central Coast Ledgers (Samantha Coskey), Jonathan Mix, Bob Davis and Frank Silvia.
  - Public Comment:
    - T Mix – Would like to apologize for the wording of her statement in the last public comment session but not the content.
    - Debbie Scacco – Read a prepared statement, attached.
- **Oath of Office:**
  - Appointed Commissioner Suzanne Silvonen took oath of office.
- **Executive Session**
  - The Board convened in Executive Session at 6:05 p.m. pursuant to ORS 192.660(2)(h) to consult with legal counsel concerning the legal rights and duties of the Port regarding current litigation or litigation likely to be filed.
  - Present: Adam Springer, Legal Counsel, Casey Nokes, Legal Counsel, Don Mann, C Cyphert, C Gerttula, L Davis, S Silvonen and Z Dahl.
  - The Executive Session concluded at 6:26 p.m. No decisions were made.
- **Regular Meeting**
  - The Board reconvened in regular session at 6:26 p.m.
  - C Gerttula moved to authorize Don Mann on behalf of the Port to sign the mutual release and settlement agreement with FEI Testing & Inspection Inc, OGD Consulting and Sargent Engineering Inc. Motion was seconded by C Cyphert. Motion passed. (5/0)
  - Z Dahl moved to authorize Don Mann on behalf of the Port to sign the severance package with D Scacco. Motion was seconded by C Cyphert. Motion passed. (4/0) S Silvonen abstained.
- **Approval of Minutes**
  - Special Meeting – August 3, 2026

    Z Dahl moved to approve August 3, 2026, minutes seconded by C Gerttula. Motion passed. S Silvonen abstained. (4/0)
  - Rescheduled Meeting – August 25, 2026

    C Cyphert move to approve August 25, 2026, minutes seconded by C Gerttula. Motion passed. S Silvonen abstained. (4/0)

- **Staff Reports (written reports included in meeting packet)**
  - Shipyard Report
    - Ben Victorine gave a report.
    - Ted Mandell submitted a written report, attached.
  - Maintenance Report – L Hall
    - Written report was received and discussed.
  - Inventory Report – M Shelby
    - Written report was received and discussed.
  - Port Report – D Ramos
    - Written report was received and discussed.
    - Additional report: The Wooden Boat Show reported a loss of >$5,094.83. With music being 48% of expenses.
  - Manager's Report – D Mann
    - Written report was received and discussed.
    - Request the Commission Board to participate in an on-site SDAO training.
      - Will be coordinating with dates of availability.
    - Request additions to August bill pay list:
      - Fastenal = $2,845.70
      - Silas Losch = $3,250.89
        - Compensation for damage to sailboat minus his balance on current invoice.
  - Financial Report – S Caskey (Central Coast Ledgers)
    - Financial information was received and discussed.
    - The June financials from the July meeting packet need to be presented at the October meeting.

- **Old Business**
  - C Gerttula proposed to establish a committee to oversee the repairs and related expenditures for the Large Vessel Building.

- **New Business**
  - C Gerttula moved to authorize Don Mann to move forward with amending the EPA STAG grant for completion of the washdown pad. Motion was seconded by S Silvonen. Motion passed. (5/0)

- **Decision Items**
  - Z Dahl moved to approve the May 2026 financial report. Motion was seconded by C Cyphert. Motion passed. (5/0)
  - Z Dahl moved to approve the August financial report and bill pay list with additions as reported in the Manager's report. Motion seconded by C Gerttula. Motion passed. (5/0)
  - Z Dahl moved to approve information only access to Kaitlin JT Heart and DeeAnn Akita Ramos to the Oregon Coast Bank and BMO accounts. Motion seconded by C Cyphert. Motion passed. (5/0)
  - C Gerttula moved to approve Don Mann full access to the Local Government Investment Pool (Oregon LGIP) account. Motion was seconded by Z Dahl. Motion passed. (5/0)
    - Z Dahl: for transparency he never gave permission nor knew that he was assigned as administrator with email z.dahl@portoftoledo.org to the LGIP account. He has never had access to email on account.

- **Adjourned Regular Meeting**
  - There being no further business, the meeting was adjourned at 7:26 pm. Moved by C Gerttula, seconded by Z Dahl.. (5/0)

Signature

Zachary R Dahl

Print Name, Title

Minutes prepared by DeeAnn Ramos