

**REGULAR MEETING**  
**Port of Toledo Board of Commissioners**  
**Meeting via GoToMeeting**  
**Tuesday, December 15, 2020, 6:00 pm**

- 1) **Call to Order:** The regular meeting of the Port of Toledo Board of Commissioners was called to order at 6:00 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, Assistant Port Manager Debbie Scacco and incoming Port Manager Lorna Davis.
- 3) **Introduction of Visitors/Visitor Comments:** Port Attorney Adam Springer, County Attorney Wayne Belmont, Georgia Pacific Public Affairs Manager CJ Drake, Greater Toledo Pool District Director Paul Steenkolk and Greater Toledo Pool District Board Member Jim Chambers.
- 4) **Wayne Belmont, Lincoln County Attorney – Intergovernmental Agreement for Georgia Pacific Strategic Investment Program (SIP).** Belmont gave an overview of the SIP agreement which provides Georgia Pacific tax incentives for its investments over \$25 million into the JUNO project. The SIP provides a Community Service Fee (CSF), paid by Georgia Pacific, of 25% of Georgia Pacific's tax savings to be divided among the affected taxing districts including the County, City, Port and Greater Toledo Pool District. Belmont presented an Intergovernmental Agreement (IGA) to be authorized by the affected taxing districts which specified that the CSF would be split among the taxing district proportionately according to their tax rates. The agreement also specified an additional Community Impact Fee (CIF) of 10% of the tax savings to be used by the County and City to study community affects.

Belmont answered questions regarding the SIP and proposed IGA. He explained that it is hard to predict the monetary value of the CSF, as it is based on tax savings after Georgia Pacific has invested the first \$25 million. The first \$25 million will generate \$398,000 in additional tax revenue. He reported he consulted with the Tax Assessor and estimates that for each additional \$1 million in construction value the Port of Toledo would receive \$97 a year and the Greater Toledo Pool District would receive \$317 a year. Port Commissioners questioned why the Port and Greater Toledo Pool District were not included in the CIF. Belmont explained it was not a statutory requirement to include the other taxing districts in the CIF but encouraged them to provide input for the use of the funds. Belmont advised that if the districts did not come to an agreement the State would determine the split among the taxing districts, which would be based on their relative taxing authority.

Commissioner Dahl asked if the Port of Toledo and the Greater Toledo Pool District could be included in an Advisory Committee for use of the CIF funds.

At 6:35 pm Wayne Belmont, Paul Steenkolk, CJ Drake and Jim Chambers were excused.

- 5) **Executive Session ORS 192.660 (2) (h):** Port of Toledo Board of Commissioners entered Executive Session to discuss legal matters at 6:37p.m. Session closed at 7:00 p.m. No decisions were made.
- 6) **Decision Items:** It was moved and seconded (Graff/Dahl) to authorize the Port Manager to enter a settlement agreement over litigation of the New Era for a total of \$30,000 to be paid \$10,000 every 30 days for next 90 days. Motion passed. 5/0.

It was moved and seconded (Dahl/Kriz) to authorize the Port Manager to enter into an Intergovernmental Agreement with the City and County for the Strategic Investment Program

funds to be distributed as proposed and request the Port to be included in advisory committee for CIF funds. Motion Passed 4/1 with Commissioner Ryerson opposed.

At 8: 05 p.m. Attorney Springer was excused.

7) **Presentation of FY 2020 Audit by Signe Grimstad** – To be rescheduled.

8) **Approval of Minutes:** It was moved and seconded (Graff/Ryerson) to approve the minutes of the Regular Meeting of November 17, 2020, Special Meeting of December 3, 2020 and Special Meeting of December 9, 2020. Motion passed 5/0.

9) **Financial Report:** Scacco reported on administrative activities for the past month: Exposure Risk Assessments, Infection Control Plans and Sanitation plans have been implemented to meet the requirement of Oregon OSHA's COVID19 rule. A full staff training on the rules was held on December 4<sup>th</sup>. Masks or face coverings are always required when in a building, on a customer's vessel, or when working within 6 feet of another person. Scacco reported that disbursement requests were made and funds received from the following grants/funding sources: MARAD Grant - \$15,555, Business Oregon – Environmental Work Building \$459,318, which includes \$68,425 reimbursement for shipyard labor. Business Oregon Sewer Extension project \$14,910. Covid Relief Fund \$53,246 with \$4,797 to the General Fund and \$48,449 for the Shipyard Fund. Scacco announced the Port has received a \$2,500 Safety and Security grant from Special Districts Association to be used to upgrade the heating/ventilation equipment in the Port Office.

Scacco reviewed the financial reports and answered questions posed by Commissioners. Commissioner Dahl inquired of additional funding sources for the Port's labor used for the new building. Manager Shoemake advised the Port is currently writing a jobs report for Business Oregon to substantiate jobs created by the shipyard build out project and securing \$375,000 in grant funds provided through the Bridge Loan to purchase the bigger lift. The Port will request additional funding from Business Oregon for the building and Scacco advised that there is about \$100,000 in retainage for the Connect Oregon grant that will be paid out after project completion. Scacco noted the addition of two checks: #24446 in the General Fund to the City in the amount of \$1,897.41 and check #7046 in the Shipyard Fund to Steve Leach for \$1,750.00. It was moved and seconded (Ryerson/Kriz) to pay the bills and accept the financial reports. Motion passed 5/0.

10) **Manager's Report:** Manager Shoemake welcomed Lorna Davis and reported that she completed new hire paperwork earlier in the day. Her first assignment will be to write a press release regarding her new position. Shoemake took Lorna to the Shipyard earlier in the day to watch the F/V Marathon haul out.

Port Planning and Marketing - The award letter for this project has been received from Business Oregon. A kick off meeting with Paul Sorensen and Brian Winningham of BST Associates was on December 3<sup>rd</sup>. Additional interviews and meetings will be scheduled electronically with Commissioners, staff and stakeholders and will include our new Port Manager Lorna Davis.

Shipyard Report – There were 4 vessels hauled out on the 660-ton lift and 10 hauled on the 85-ton lift this past month. Hal Hockema has sent out preliminary plans for a new build of a 91' fishing vessel for Kurt Cochran and is requesting preliminary budget pricing. Port staff will work with Mike Lee and meet with the Cochranes to discuss the project.

Shipyard Work Building – Western States has been installing the main electrical panels, which are scheduled to be energized on Tuesday. Port crews have been building the metal landing and stairs for access to the crew room and the second floor of the office, framing and sheet rocking the office, and preparing for the installation of the fire suppression system. Crews have finished installing the wall liner and have been insulating the wall between the shop and the office, have built and are installing the bollards around the outside of the building, and have formed up a sidewalk leading to the office and a concrete pad for the outdoor ventilation equipment, and will be ready to pour concrete

as weather permits. The first vessel in the building, the F/V Miss Birdie has delayed until January 12<sup>th</sup>.

**Fabrication Building** – The floodplain development permit from the City of Toledo has been issued and the building permit is expected to be issued by the County soon. Once the building permit is received, the building order can be finalized with the next 40% (\$23,237) due to have the building fabricated.

**Oregon State Marine Board ADA Ramp** – Shoemake reported on a meeting with the State Marine Board regarding a proposed layout of a new ADA ramp at the meeting. The Marine Board has offered a \$10,000 engineering grant to complete the design and additional grant funds from the Marine Board will be requested for construction of the abutment, gangway, and piling to relocate the boathouse.

**Wooden Boat Show** – A Planning Committee meeting will be held electronically Wednesday, January 13 at 10:00 am. This will be Lorna Davis’s first meeting with the planning committee.

Slides were shown of the F/V Marathon on the Ascom and work being completed in the new building.

**11) Discussion Items:** There were no discussion items.

**Decision Items (continued):** It was moved and seconded (Kriz/Ryerson) to authorize the Port Manager to request an extension of the Maturity Date of the Oregon Coast Bank Line of Credit, through December 2021. Motion passed 5/0.

By consensus the Commission appointed Commissioner Zack Dahl to be the primary representative to the Cascades West Area Commission on Transportation and Lorna Davis as the alternate representative.

**12) Commissioner Comments:** Commissioner Kriz commented on the changes at the Port since he started as a Port Commissioner.

Commissioner Graff welcomed Davis aboard. He is pleased with the work being completed inside the new Shipyard Work Building.

Commissioner Ryerson, Welcomed Davis and said she hates to see Manager Shoemake leave. She wished everyone Merry Christmas.

Commissioner Dahl reported that his baby is now 2 weeks old and growing like a weed. He thanked the Commissioners for doing a good job in finding a candidate to replace Bud and said he was pleased with their selection. He wished everyone Happy Holidays.

Commissioner Gerttula welcomed Davis and thanked her for applying. He hopes the Port meets her expectations.

Lorna Davis said she was very thankful for having this opportunity and is looking forward to working with staff. She volunteered to attend the City Council meeting the following evening with Manager Shoemake.

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

**14) Adjournment:** It was moved and seconded (Dahl/Ryerson) to adjourn the meeting at 8:03 p.m. Motion passed 5/0.

  
Zack Dahl, Commission Secretary/Treasurer