

**REGULAR MEETING**  
**Port of Toledo Board of Commissioners**  
**496 NE Hwy 20, Unit 1, Toledo, OR 97391**  
**Tuesday, April 19, 2022, 6:00 pm**

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 Chuck Gerttula.

2) **In Attendance:** Commissioners Chuck Gerttula, Rick Graff, Zack Dahl, Mike Kriz, and Penny Ryerson. Port Staff: Manager Lorna Davis and Assistant Port Manager Debbie Scacco.

3) **Introduction of Visitors/Visitor Comments:** Rob Duprau, Toledo City Councilor was present.

4) **Approval of Minutes:** It was moved and seconded (Ryerson/Kriz) to approve the minutes of the Regular Meeting of March 15, 2022. Motion passed 5/0.

5) **Financial Report:** Scacco reported on administrative activities for the past month. She attended the Pacific Coast Congress of Harbormasters and Port Managers annual conference in Portland. Training sessions were presented on Continuous Process Improvement, Cyber Security, Incident response, and presentations on economic state of the industry and creosote in pilings. There was also a tour of the Port of Camas.

Staff has requested Business Oregon to consider granting additional time to commence quarterly payments on the loan for the new building.

The new Inventory Specialist Keith Garrett has started at the Shipyard. There were also two new additions to the fabrication crew and one painter. Levi Yerkes and Crystal Hunter represented the Port at the News Tine job fair at the Newport Rec Center on April 14. Manager Hall will be interviewing for a new Maintenance Specialist when he returns to work.

Maintenance report – in Les Hall’s absence, Scacco reported that the ongoing maintenance on forklifts, scissor lifts and carts are continuous. Les Villa from the fabrication crew has been assisting with maintenance as time allows. Commissioners Kriz recommended looking into options for leasing new forklifts.

There was discussion regarding the need to modernize billing practices at the Shipyard to facilitate cash flow and the need to make rate adjustments in response to the current state of inflation.

Scacco reviewed the financial reports and answered questions posed by Commissioners. It was moved and seconded (Graff/Kriz) to pay the bills and accept the financial reports. Motion passed 5/0.

6) **Managers’ Report:** Manager Lorna Davis reported on Shipyard Operations and presented a list of current projects. The F/V Pacific whaleback project is on track and a new project will be in the yard this summer. Factory technicians are still working on the Ingersoll Rand compressor for Large Vessel Building. She reported that there was an Oregon Occupational Safety & Health Administration surprise inspection last month, and she waiting to receive the findings. She will also be meeting with the Fire Marshall regarding the fire alarms in the large vessel building.

Grant Updates: The MARAD grant is still open. Staff is reviewing equipment needs and final purchases will be made to close out this project. The Sewer Extension project is being administered through Business Oregon on a reimbursement basis. Davis has submitted questions to Business Oregon to clarify the terms and determine how to coordinate the ARPA funds with Congressional Direct Spending funds. Vocational Fabrication Building - an extension is being requested from USDA to allow more time to secure funding for the Port’s match.

Boardwalk Damage: Repairs have been completed, and the insurance reimbursement received.

Dredging: Davis reported that the Army Corps of Engineers is investigating old documents to determine if the Port is responsible for costs to dredge the authorized channel. Permitting for dredging of the Transient Dock is in process. Permits work has also been started for the new piling and ADA gangway required to move the Boathouse.

Upcoming events at Waterfront Park. Gravel Classic by Cycle Oregon is May 20-22. In July a van camping group will use the park for the weekend. The Coots will be camping at the Park April 23-24 and boating to Newport over the weekend since the Depoe Bay Wooden Boat Show was cancelled this year. Planning for the Port's Wooden Boat Show is in process.

Davis reported that there are leaks in the roof at the Port Complex which has affected American Grounding Systems. The maintenance crew will investigate and make repairs.

Employee of The Month is Les Villa from the fabrication crew.

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

8) **Decision Items:** It was moved and seconded (Dahl/Kriz) to appoint Cora Warfield, Charlie Cyphert, and Cody Gray to the Budget Committee. Motion passed 5/0.

It was moved and seconded (Kriz/Graff) to authorize Port Manager as signatory for the contract for the Coronavirus State Fiscal Recovery Fund – Sanitary Sewer Extension, Project Number SR2237. Motion passed 5/0.

9) **Commissioner Comments:** Commissioner Ryerson appreciated the discussions at this meeting, and happy that the Commission works well together.

Commissioner Graff agreed with Commissioner Ryerson. He said he was happy with the number of boats at the Shipyard, but the yard needs to be graded.


Commissioner Dahl agreed with Commissioner Ryerson regarding the discussion. He said he is happy with Port management and their ability to stay calm. He was happy to see the yard full.

Commissioner Kriz agreed with the other Commissioners can listen respectfully. He asked about Oregon Coast Community College welding program. Lorna advised that it is still in progress and that the Port is purchasing a Shear for the program through the MARAD grant. He said that the boat owners are all aware of inflation and to expect rate changes.

Commissioner Gerttula suggested a Works Session to discuss shipyard rates. He asked the Commissioners to think about a date for the meeting.

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

11) **Adjournment:** It was moved and seconded (Graff/Ryerson) to adjourn the meeting at 7:53 p.m. Motion passed 5/0.



Zack Dahl, Commission Secretary/Treasurer