

**REGULAR MEETING**  
**Port of Toledo Board of Commissioners**  
**496 NE Hwy 20, Unit #1, Toledo, OR 97391**  
**December 18, 2018 – Tuesday, 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 Rick Graff.

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

3) **Introduction of Visitors/Visitor Comments:** Majalise Tolan of the Lincoln County School District was in attendance to discuss a proposal for vocational training at the boatyard. President Graff requested the proposal be presented at this time in agenda.

Manager Shoemake advised that volunteer Joe Novell was interviewed as part of the Strategic Business Plan, and expressed ideas on vocational training opportunities at the boatyard. Novello introduced Ms Tolan and Manager Shoemake. Ms. Tolan said her proposal is following an existing program for hazardous occupations implemented at the Kaiser School District. The proposals goals are to provide vocational opportunities, expose students to living wage jobs and develop a partnership with the Port. Her proposal is to bring up to three students per day to perform supervised work at the boatyard. The school district will provide transportation, supervision, and insurance.

The Commissioners unanimously expressed support for the program.

Majalise was excused from the meeting at 6:35 pm

4) **Approval of Minutes:** It was moved and seconded (Gerttula/Kriz) to approve the minutes of the Regular Commission Meeting of November 20, 2018. Motion passed 5/0.

5) **Financial Report:** Assistant Port Manager Scacco reviewed office activities for the previous month. She reported that Grimstad's did not have the audit completed but are still planning on having it completed prior to the end of the year and do not want to have to request an extension. It was discussed to put auditing services out for proposals for the current year.

Scacco reported that the invitation to bid for the waterline relocation project is posted. Commissioner Kriz asked about the possibility of Port crew completing the work. Manager Shoemake estimated the cost to be about \$80,000 for the Port's portion. Manager Shoemake gave an overview of the project stating that boring is not an option. He reminded the commissioners that the newer portion of the yard is built with about four feet of gravel with three layers of geogrid. Each layer of geogrid will need to be split and pulled back, and a new strip of geogrid will have to be placed over each layer when backfilling.

Scacco reported that the staff decorated a Christmas Tree donated by Ted Mandell to be auctioned for Santa's workshop. Staff also planned the Port's Holiday party.

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

6) **Manager Report:** Boatyard Report – Manager Shoemake reported on a proposed legislative concept, LC291, to make the Port of Newport a public Port. He said he believes it is in best if control of the Port remains local, and the Newport voters should be able to make the decision. Oregon Public Ports Association is watching the Legislative Concept and he will keep the Commission up to date.

Manager Shoemake reported that the Building permit for the Boatyard Work Building has been received from the county.

Manager Shoemake reported that he served on the applicant review committee for the Port of Newport's General Manager recruitment. The committee has reviewed the current application and is recommending to the Port that it should go out for a national recruitment.

A slide show was presented showing a photo of the Port's donation to Santa's Workshop, photos of work on the F/V Pegasus and F/V Predator, the JAG Temporary workers, and the welders and job trailers purchased from state surplus. **Discussion Items:** In response to Commissioner Ryerson's questions regarding sewer services, Manager Shoemake advised that the sewer line is a different issue than water. A grant from Business Oregon is being requested to fund final engineering to bring the sewer service across the bridge to the Industrial Park and Shipyard. He reported that most of the shipyard was plumbed with high pressure pipe in preparation of a new system.

7) **Decision Items:** No decision items at this time. The proposed decision to authorize Manager Shoemake to award the waterline relocation contract is being postponed to the next meeting.

8) **Commissioner Comments:** Commissioner Ryerson thanked Port staff for the wonderful Christmas Party and the jacket. She said she was very happy with the purchase of job trailers for the crew.

Commissioner Kriz is happy to see the three huge projects at the boatyard.

Commissioner Gerttula congratulated port staff on the nice Christmas Party and said thank you. He suggested next year the Commission plan the party for Port Staff. He was happy with the Lincoln County School District proposal and expects it will pay good dividends. Re

Commissioner Dahl apologized for missing the Christmas Party. He wished everyone a Merry Christmas.

Commissioner Graff said the party was fantastic and thanked Commissioner Gerttula for making the presentations. He appreciated the chance to meet spouses and volunteers. He asked if something could be done regarding the F/V Husker in the boatyard. He was happy with the LCSD proposal.

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

10) **Adjournment:** It was moved and seconded (Gerttula/Ryerson) to adjourn the meeting at 8:02 p.m. Motion passed 5/0.

  
Zack Dahl, Commission Secretary/Treasurer