

**Port of Morrow
Regular Commission Meeting**

November 9, 2011

#2 Marine Drive, Riverfront Center
Boardman, OR. 97818

PRESENT

Commissioners: Marv Padberg, Larry Lindsay, Jerry Healy, Joe Taylor, and Don Russell

Staff: Gary Neal, Lisa Mittelsdorf, Eileen Hendricks, Ron McKinnis, and Dori Drago

Others: As listed on sign-in sheet

I. CALL TO ORDER AND INTRODUCTIONS

The regular session was called to order by Marv Padberg at 1:30 pm.

II. APPROVAL OF MINUTES – October 11, 2011

Joe Taylor made a motion to approve the minutes of the October 11, 2011 regular meeting. Don Russell seconded the motion, motion approved.

III. APPROVAL OF MINUTES – Special Commission Meeting October 25, 2011

Joe Taylor made a motion to approve the minutes of the October 25, 2011 Special Commission Meeting. Don Russell seconded the motion, motion approved.

IV. OLD BUSINESS

A. Willow Creek Valley Economic Development Group

Sheryll Bates said that George Koffler met with the property owner and contractor on the senior housing project and they should receive the architectural renderings sometime next week. They will talk with some of the general contractors in Heppner to see what it would cost to build it.

She said someone interested in buying and refurbishing houses has contacted them and they will meet with them on Friday regarding the non-senior housing.

B. Rail – Connect II project

Ron said the facility is operating as of last week. Northwest Container is working in their new facility and both mainline sidings are open.

The track heading toward the future rail expansion under Columbia Avenue should be completed in a couple of weeks.

Ron is working on a proposal for an automatic lubrication system, accessible to all trains.

C. T3 – Connect III

Ron said Kone was here about 2 weeks ago to do the repairs and modifications on the crane, they were short some materials and had some bearing problems so had to come the next week. There are still a few minor problems they need to fix but there is nothing hindering operations.

D. SAGE Center update

Ron said the bids for the panels were opened yesterday. They are finishing the shop drawings for the steel package and working with the contractor on it. It should be complete by March.

Gary said the Display and Design Consultant will be here tomorrow to walk businesses through the process and get them involved.

The group met on Monday with the Architect to pick out the colors and flooring. They will meet again a week from Friday to finalize.

E. LRA Update

There was nothing new to report.

F. Other

Eileen walked the Commissioners through the draft audit report. Brent Lewis should be here next month to go over the final report and we will ask for approval at that time.

V. NEW BUSINESS

A. Resolution 2011-07 Addition to the Employee Safety Policy – (Respiratory Protection Program & Bloodborne Pathogens Exposure Control)

Lisa said both items are touched on very briefly in the Safety Policy so the Safety Committee has come up with a much more detailed addition. Lisa asked the Commission to consider approval of Resolution 2011-07 incorporating the detailed programs to the policy.

Jerry Healy moved to approve Resolution 2011-07 Addition to the Employee Safety Policy – (Respiratory Protection Program & Bloodborne Pathogens Exposure Control), Joe Taylor seconded the motion. Motion approved.

B. SDAO Best Practices Worksheet

Eileen provided SDAO best practices worksheets to the Commissioners for their completion. Submitting these forms will qualify the Port for a discount on their insurance.

Eileen also suggested we have someone from Special Districts come here and put on a Board Member training and we could invite other special districts to participate. She said she will contact them and try to get something set up.

C. Oregon Investment Advantage – Letter of Support

Business Oregon has requested the Port of Morrow sign a letter of support for Boardman Acquisition, LLC to qualifying for the Investment Advantage in Morrow County. Legislation passed that put us back in the qualification criteria for Oregon Investment Advantage.

Gary asked the Commissioners for approval to submit a letter of support for Boardman Acquisition LLC.

Joe Taylor moved to approve the Letter of Support for Oregon Investment Advantage for Boardman Acquisition, LLC, Jerry Healy seconded the motion. Motion approved.

D. ODOT Right of Way Agreement

Gary asked the Commissioners to consider approving the Intergovernmental Agreement for right of way purposes regarding the HB 2001 right of way areas. This is a document ODOT needs in order for us to get reimbursed for our costs on the Lewis and Clark extension and Garth Swanson Lane.

Jerry Healy moved to approve the Right of Way Agreement, Don Russell seconded the motion. Motion approved.

E. Other
None


V. STAFF REPORTS

Building use, container activity and water usage were all discussed.

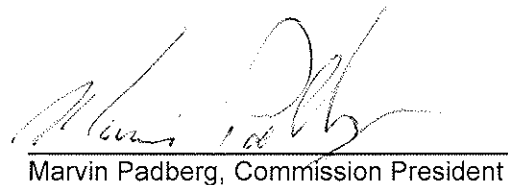
There being no further business, the regular session was adjourned at 2:35 pm.

Executive Session under Leases and Legal Action – ORS 192.660

Submitted by:



Gary Neal, General Manager



Marvin Padberg, Commission President