

Regular Commission Meeting
October 18th – 2:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Joe Taylor called the meeting to order at 2:30 p.m.

Commissioners: Rick Stokoe, Larry Lindsay, Joe Taylor, Jerry Healy and Marv Padberg

Staff: Gary Neal, Lisa Mittelsdorf, Eileen Hendricks, Dori Drago, Tim Patton, Mark Patton, Kalie Davis, Jim Barnes, Ron McKinnis, Ryan Neal, Brandy Warburton

Guests: As listed on sign-in sheet

II. APPROVAL OF MINUTES – September 4th Regular Commission Meeting and September 30th Special Commission Meeting

Rick moved to approve and Marv seconded the motion to approve the minutes. No discussion. Passed unanimously.

III. OLD BUSINESS

A. Willow Creek Valley Economic Development Group

Sheryll wasn't able to attend the meeting.

B. Boardman Chamber Update

Julie Gisi was hired as the Executive Director and started yesterday, October 17th. Currently working on career day which is tomorrow and has about 148 people including businesses and students. Next focus is the shop local program which encourages people to shop in the Boardman area. Also focusing on tree lighting ceremony which is set for November 30th. Christmas decorations will be going up around town soon.

C. SAGE Center Update

Kalie reported there were about 1050 people that attended the Harvest Festival on October 1st. Boardman Kiwanis, Morrow County's Chamber of Commerce and the Irrigon FFA program helped with the event. She is hoping the event will continue to grow in the coming years and there's talks of a car show next year. EO field day had about 250 4th graders go through 13 different stations at the SAGE center. It was designed to get kids interested in Ag. They also had a new teacher dinner with about 80 new teachers in attendance. Oregon Dairy Nutrition Council was there and had a tour of Three Mile Canyon Farms. Navy Band Northwest put on a concert for about 100 people on Friday October 14th. Executive Officer Steve Richards came out and thanked the crowd and explained why this area is so

important to the Navy. The coming weekend was the movie weekend and they were showing "Alice in Wonderland." She said they were starting to film the next round of commercials which will include the Lindsay Ranch, Umatilla Electric and Pacific Ethanol and the Port. She also gave an update on the exhibits; UEC exhibit should be done by the end of this year & the cabinet for the Lamb Weston exhibit is completed and she was checking to see when it would be delivered.

D. Pipeline Project Update

Mark reported the borings are done at 730, Patterson Ferry Rd and Union Pacific. They are moving over to Lewis & Clark next for about a week and half. Then over to 84 and that will take probably 3 weeks. Planning to start around the first week of November for installation of pipe. Pumps are designed for Madison project and will go out to bid tomorrow. Dirt work for pond won't start until probably March.

E. Freezer Warehouse

Jim reported that the expansion work is nearly complete and the finishing touches will be completed by next week. New capacity is approximately 85 million pounds with expansion. When facility opened it was approximately 42 million pounds. In the last 30 days, the normal volume handled has doubled. They have 41 total employees right now which is a little down from last month. Trying to add a few more soon but finding semi-skilled laborers has proved to be challenging. Logistics is running good. Discussion was had on the cost of the energy bill and ways to improve it.

F. Other

Lisa reported at last meeting about the BIA deadline of October 11th, Corps was supposed to receive a letter by October 21st. BIA told Greg Walden's office that they were still waiting on stuff and they were putting the decision off for two weeks. Commander of the Corps sent a letter to the BIA acknowledging the October 21st deadline. Greg Walden is having a meeting with his staff this week.

IV. NEW BUSINESS

A. Audit Report

Mike Poe CPA from Lewis, Poe, Moeller, Gunderson & Roberts, LLC reported about the Port audit that everyone just received. Letter in the report is a required communication not a drafted letter from him. No problem with report. Audit went well. Capital assets are up 4 million from 1 year ago. Additions are 9 million with 5 million of depreciation. Revenues are up to 18.8 million for the year with the biggest change being the freezer warehouse.

Jerry moved to approve the annual audit report. Rick seconded the motion. No further discussion. Motion passed unanimously

B. SDAO Best Practices

Eileen reported that for the past several years we've had an opportunity to get a discount on our insurance and they have now modified their program a little bit. We now get 2% for 5 different areas. We've completed 4 of those 5, so we get an 8% discount. The final step is to complete a questionnaire. Eileen will complete the final step by answering the questionnaire with no objection from the commissioners.

C. Option for Heppner Power Plant

Gary thought that he would have a final revised copy of agreement to distribute but it just came in his email while he was in a meeting. He will submit for review.

D. Early Learning Center

Mark reported that they have the final construction drawings and zoning approval. Permits will be obtained in the next couple of weeks. Bidding should start in the next week or so and will be open for 3-4 weeks.

E. Airport Improvements

Lisa reported that we don't officially have the grant from FAA yet but they work backwards from all the other agencies. We went out to bid on paving project. Total of 4 bids were received ranging from \$117 thousand to \$154 thousand. The low bid was Crestline Construction for \$117 thousand. Notice of award has been given to them. Should only take 5-7 days to complete once given the ok.

F. Other

Gary presented a map of all Port and BPA owned transmission lines.

Marv reported on PNWA that he, Gary and Mark attended. Westwood shipping was also represented there. They reported on the financial status of most of the shipping container companies. Lots of changes in the way the containers are handled. Tribes came in and reported on the Columbia River Treaty that is about to expire. They gave a list of things that they would like to see in the new treaty. Measure 97 was discussed at the meeting as well.

V. STAFF REPORTS

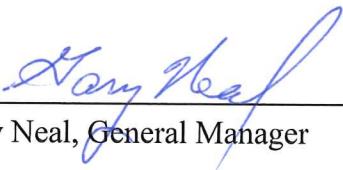
Tim reported on safety trainings that are happening with operators who are working with equipment. Employees will need to read the manual and then take a test. Once they have passed, they will work under supervision first before they will be able to operate on their own. Job Safety Analysis (JSA) and Standard Operating Procedures (SOP) are being done on all stations. Chester and Dick are marking all existing lines. Both programs will take time to complete. Pump preventative maintenance program "Impulse" has been underutilized previously and we are now

integrating and using the program more fully. Dredging ponds now and we are working on a JSA & SOP for that operation.

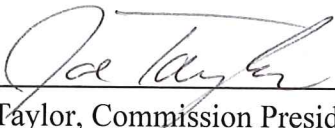
Gary went through written reports that were distributed to everyone.

Eileen reminded everyone that the Christmas party is scheduled for December 9th this year.

The meeting was recessed at 3:45 pm. Executive session started at approximately 3:50pm. The commissioners came out of executive session; and there being no further business adjourned the regular meeting at 4:40 pm.



Gary Neal, General Manager



Joe Taylor, Commission President