

**Regular Commission Meeting  
December 14<sup>th</sup> – 1:30 pm  
2 Marine Drive, Boardman, Oregon 97818**

**I. CALL TO ORDER AND INTRODUCTIONS**

Joe Taylor called the meeting to order at 1:35 p.m.

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

**Staff:** Gary Neal, Lisa Mittelsdorf, Eileen Hendricks, Tim Patton, Mark Patton, Kalie Davis, Ron McKinnis, Ryan Neal and Brandy Warburton

**Guests:** As listed on sign-on sheet

**II. APPROVAL OF MINUTES –November 9<sup>th</sup> Regular Commission Meeting**

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

**III. OLD BUSINESS**

**A. Willow Creek Valley Economic Development Group**

Dave Sykes reported that the housing grant funds were depleted but they have just been granted another \$100,000 by CREZ. No funds have been dispersed yet from that. They have a backlog of 4 or 5 applicants that they will get to as soon as the check arrives. They had been searching for a developer to develop and build some duplexes to help with the housing shortage and have had no luck finding one. They may end up doing it themselves and owning it for a short while. The annual meeting is slated for February.

**B. Boardman Chamber Update**

Julie was not in attendance. Kalie reported that the open position of Assistant Director closes 12/15 and will hopefully be filled soon. Ryan Neal is a new board member.

**C. SAGE Center Update**

Kalie reported that they attended the Farm Fair in Hermiston at the beginning of the month and are doing Eastern Washington Ag Show in the first part of January. The SAGE Center has 5 more Christmas parties scheduled this month. The Christmas lighting event took place on 11/30 and was a big success. Around 360 people attended the event. The movie "Storks" will be playing in the theater on 1/6 & 1/7. Lamb Weston exhibit will be done soon. Umatilla Electric will be done by mid-February. They have sent out flyers to local industries to save the date for the upcoming job fair on 3/1.

**D. Pipeline Project Update**

Mark reported the borings are almost all the way through the freeway and will hopefully be completed by the end of the year. Tapani is averaging about 1000-1300 feet of pipe per day. We're struggling with several issues of keeping pipe there for them to work with. Manifolds are on schedule. UEC was out in the field staking out locations for transformers.

**E. Freezer Warehouse**

Ryan reported the total employee count at the end of last month was 41. They ended the month with almost 83 million pounds of product. They handled 627 inbound trucks, 551 outbound trucks and 95 rail cars last month. Shipment accuracy for the month was 99.82%. The requirement for turn times is 90 minutes for both inbound and outbound trucks and they reached that goal with 100% on inbound trucks and 99.56% on all outbound trucks for the month. With added demand they will be adding 4 warehousemen and 1 administration job in January. They are doing a walk-thru with UEC today to go over the lighting rebates that are possible. A retirement reception for Jim Barnes will be scheduled as soon as he is feeling well enough for it.

**F. Airport Project Update**

Ron and Lisa reported that the project is done but they are going back to Crestline Construction and asking them to do an add-on to the bid to include fencing.

**G. Bridge Schedule for HB2001**

Ron is working on partition plats right now and hopes to be done in the next week or so. UEC needs to move two utility poles before road work can begin. All garbage and debris has been removed from the area.

**H. Dredge Project**

Silt curtains are shipped and should be here soon. The bubble curtain will be ready to go by the first of the week. The first step in the process is to flush the fish out. We purchased a boat from state surplus to help with the project. Tim's hoping to put the dredge in the water soon so that he can make a safety protocol for it before the actual dredging begins. The crew will probably work 6 days a week since there is so much material to remove. It will probably take about 500 hours to complete.

**I. Other**

No other old business was discussed.

#### IV. NEW BUSINESS

##### A. Early Learning Center Groudbreaking

The ceremony was cancelled for today due to the weather and will not be rescheduled. The project is underway and projected to be done by August of next year. At the time a ribbon-cutting ceremony will be planned.

##### B. Lease Option on Tower Road

Gary reported that he had received a request for an option to lease an additional 350 acres. A lease would generate \$675 per acre. Marv Padberg moved to approve the lease option on the additional 350 acres. Jerry Healy seconded the motion to approve. No further discussion was had. Motion passed unanimously.

##### C. Business Oregon Summit

Gary participated in a panel at the summit on export container issues which had about 1000 people in attendance. He was contacted by the PNWA group regarding meeting with the editorial board of the Oregonian to discuss Snake River Dam issues. Gary did meet with them and thinks it went well.

##### D. Legislative Week

Gary reported that the legislature has a funding shortfall partly because Measure 97 didn't pass. They've increased the revenue but also increased their spending as well. Both Mark and Gary met with Representative Greg Smith to discuss the Port's legislative needs.

##### E. Whistle Blower Policy – Resolution 2016-10

Eileen reported that the legislature passed a new law that states every employer in Oregon needs to have a whistle blower policy in place. She got a sample from Special Districts but isn't quite sure on the wording of it. She will talk with them again and find out exactly what the policy needs to state and report back at the next meeting.

##### F. Other

Gary reported that the people who we have the option agreement with on the Heppner power plant were down going through some of the records and dealing with some of the electrical stuff.

The staff Christmas party was discussed and everyone agreed that we had a great turnout.

#### V. STAFF REPORTS

Tim reported that an OSHA consultant came to the shop yesterday and met with Brandy and Ken Browne, the safety committee chairman, per our request. The consult went well and there were no immediate dangers found. He will send a written report out within a few weeks and all concerns will be addressed

immediately. The crew's major focus has been snow and ice removal in as many areas of the port as possible and has been going well.

Gary went through the staff reports.

Lisa and Ron put together a grant application for the US Department of Transportation for rail improvements at East Beach. They usually only grant a few of the hundreds of applications that they receive though.

Upcoming events –

1/10 9:00am Strategic planning meeting

2/10-12 Special Districts Annual meeting at Portland Marriot Downtown Waterfront (let Maria know if you would like her to make reservations)

The meeting was recessed at 2:58 pm. Executive session started at approximately 3:04 pm. The commissioners came out of executive session; and there being no further business adjourned the regular meeting at 3:36 pm.

  
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Gary Neal, General Manager

  
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Joe Taylor, Commission President

# PORT OF MORROW

Commission Meeting

December 14, 2016

## SIGN-IN SHEET

NAME <b>PLEASE PRINT</b>	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
CHRIS ECKERET	VEC		
Renae Gravel	MID-Columbia		
Don Russell	Morrow County		