

Regular Commission Meeting
May 10th – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Jerry Healy called the meeting to order at 1:30 p.m.

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

Staff: Gary Neal, Lisa Mittelsdorf, Eileen Hendricks, Tim Patton, Mark Patton, Ryan Neal, Ron McKinnis, Stefanie Swindler and Brandy Warburton

Guests: As listed on sign-in sheet

II. APPROVAL OF MINUTES –April 12th Regular Commission Meeting

Rick moved to approve and Joe seconded the motion to approve the minutes. No discussion was had. Motion passed unanimously.

III. OLD BUSINESS

A. Willow Creek Valley Economic Development Group

Dave Sykes reported on their activity, including housing in the area and funds dispersed from the Community Enhancement Grants that are funded by CREZ.

B. City of Boardman Update

Karen Pettigrew reported that the Water Resource Department has given the city the ability to pump their total water permit. They are currently in the process of repairing a water leak. The Boardman Pool and Recreation Center will have its grand opening on July 1st.

C. SAGE Center Update

Kalie was unable to attend the meeting so Stefanie reported on The SAGE Center upcoming activities including that the new Key Ingredient upgrades are completed and the exhibit is re-opened. They are working on a visitor's survey and the results will be shared each month with the Commission. Tillamook Cheese days and movie event had a good turn-out of over 300 people. Stefanie and Andrea went to AgFest in Salem recently and were able to provide information about farming on this side of the state. They have several end of school year visits planned from all over the region.

D. Pipeline Project Update

Mark reported that they did a successful flush on the pipeline the day before. The crew is now going through and cleaning out the manifolds of debris. They still

have the Sand Dune station at the pond to be built and will be working on it during the next month. Pressure testing will begin in the upcoming days.

E. Freezer Warehouse

Ryan reported on the freezer warehouse for the month of April. They moved just over 1300 truckloads for the month. All rail issues have been resolved as of now and they are caught up. Annual inventory was completed on April 29th and they did very well on it. They brought on a new customer last month from Weston, Oregon. Employee count is being maintained. Real Time Inventory is moving forward. The software company should be here soon for training. Hoping to start fully using the system by July 1st.

F. Bridge Schedule for HB2001

Mark reported that the bids are advertised and the bid date is May 25th. Our maintenance crews are out there working now. Hoping to have the bridge crews here by mid-July or beginning of August with a completion date of September. Asphalt bids for Hwy 730 are advertised until May 30th.

G. Early Learning Center

Mark reported that the framing of the building is almost complete. The rough work on the electrical, plumbing and mechanical is complete. Windows and insulation are in progress now. Still on schedule for the school year opening.

H. One Energy Renewables Option Agreement

Gary reported that he had discussed the Commission's pending questions regarding powerlines with them and they don't believe it would be a problem but are willing to put language into any agreement as such. The option period annually for up to 5 years. The lease rate will be 106.52 acres at \$675 per acre. The option fee is \$2000 for the first year, \$3000 for the second year, \$4000 for the third year and \$5000 for the fourth year.

Joe moved to approve the One Energy Renewables Option Agreement and Rick seconded the motion. No further discussion was had and the motion passed unanimously.

I. Other

Commissioner Larry Lindsay expressed his gratitude to everyone for the anniversary party that was held in his honor last month.

Lisa updated the group on the BIA agreement. CTUIR Interim Deputy Director, Chuck Sams, said that they agreed to review and reconvene to discuss the matter on May 31st.

IV. NEW BUSINESS

A. Policy Review:

Port Policy for Charges #8a

Eileen reported that the policy had not been re-visited in many years and needed a few minor updates. The per diem was added into the wording and the itemized telephone charges were deleted from the Port Policy for charges. All charge receipts must be turned in as soon as possible including the required information of who, what, where and why.

Purchasing and Purchase Order Policy #8b

Eileen reported that substantial changes were made to the policy to coincide with the current amounts of supplies.

Public Contracting Rules Policy #18

The policy was just updated in 2014 but the limit of \$50,000 needs to be updated to \$100,000 for direct appointment of personal services.

Joe moved to approve the Port Policy for Charges #8a, the Purchasing and Purchase Order Policy #8b and the Public Contracting Rules Policy #18 with the increase to \$100,000 for direct appointment of personal services contract. Marv seconded the motion. No further discussion was had and the motion passed unanimously.

Investment Policy #22

Eileen reported that previously we had bond reserves on two of our bonds that are invested with the local government pool. We changed trustees and the local government pool was unwilling to open a new account with our new trustee. Our current investment is in a US Bank money market account that pays .15%. Under state law we can invest in other options as long as the term does not exceed 18 months, unless we have a new approved policy that is approved by the State Short Term Investment Board. They have a sample short form policy that must be followed exactly as they have it or a longer form policy but both must be submitted and approved by the Board.

Marv moved to approve the Short Form Investment Policy and Rick seconded the motion. No further discussion was had and the motion was passed unanimously.

B. Purchase of Planer Building

Gary reported that the agreed upon purchase price for the 70,000 square foot Planer Building is \$750,000.

Marv moved to approve the purchase of the Planer Building for \$750,000 and Rick seconded the motion. No further discussion was had and the motion passed unanimously.

C. Purchase of Real Property (20 acres)

Gary reported on 20 acres of land that Umatilla Ready Mix has owned for years and is up for sale for a purchase price of \$29,000 per acre.

Rick moved to approve the purchase of real property (20 acres) currently owned by Umatilla Ready Mix for \$29,000 per acre. Joe seconded the motion. No further discussion was had and the motion passed unanimously.

D. Purchase of Real Property (100 acres)

Gary reported on 100 acres of land that we sold to Rackspace five years ago and they have decided that they are not moving forward with their project and would like to sell the property back to us for \$20,000 per acre, which is what we sold it to them for.

Joe moved to approve the purchase of the 100 acres of Rackspace property at \$20,000 per acre and Marv seconded the motion. No further discussion was had and the motion passed unanimously.

E. Other

Gary reported that CEMEX notified him of their pending sale agreement with Lehigh Hanson Materials Limited which is in Germany.

V. STAFF REPORTS

Staff reports were reviewed and discussed.

Tim reported on various projects that his crew is working on currently.


Upcoming events –

6/7/17	1:30pm Port of Morrow Regular Commission Meeting
6/7/17	5:30pm City, County & Port Workshop

The meeting was recessed at 2:33 pm. Executive session started at approximately 2:40 pm. The commissioners came out of executive session at 3:08 pm and reconvened into regular session at 3:13 pm.

Marv moved to approve an \$11 million Port Bond Financing loan request to purchase and lease back certain new improvements with Boardman Foods with details to be worked out and Rick seconded the motion. No further discussion was had and the motion passed unanimously.

The Commission meeting was adjourned at approximately 3:17pm



Gary Neal, General Manager



Jerry Healy, Commission President

PORT OF MORROW

Commission Meeting

May 10, 2017

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
Tom Ritzman	City of Borden		
CHRIS ECKERT	VEC		
Dana Sykes	WCVEDG		
Terry Orsby	Local 701		
Marell Linnell	LW		