

Regular Commission Meeting
August 9th – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Rick Stokoe called the meeting to order at 1:38 p.m.

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

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

Guests: As listed on sign-in sheet

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

Joe moved to approve the minutes from the last Regular Commission meeting and Marv seconded the motion. No discussion was had. Motion passed unanimously.

III. OLD BUSINESS

A. Willow Creek Valley Economic Development Group

Sheryll Bates reported Commissioner Don Russell was able to meet with some representatives from the Governor's office recently and spoke with them about the possibility of joining the pilot program that the State of Oregon is currently working on to develop workforce housing and they are hoping to learn more about that soon. She also updated the group on the recent activity of the rehabilitation housing program.

Lisa asked about traffic issues for the eclipse on August 21st. Sheryll said that ODOT is expecting around 14,000 travelers coming through our area for the event and they are planning for the influx as best as they can. They will have detours set up for the parade that weekend.

B. Boardman Chamber Update

Julie Gisi reported that the last chamber luncheon topic was the upcoming solar eclipse and the presenter was Undersheriff John Bowles. The upcoming luncheon will feature Umatilla-Morrow County Head Start and Morrow County School District who will discuss the opening of the Early Learning Center for the upcoming school year.

She also gave a quick update on the work that they are doing as a liason for the BCDA. From the start of the program, there has been 119 homes funded by the program.

C. SAGE Center Update

Kalie reported on the SAGE Center activity for the past month including the new survey that is up and running. SAGE Saturday is August 12th and the activity will be decorating your own glasses for the eclipse. The eclipse will be live-streamed in the theater at the center.

Kalie then introduced Heather Cannell who will be taking over the role of SAGE Center Manager on August 14th. Heather told the group a little bit about herself.

D. Pipeline Project Update

Mark reported that 4 circles are up and running water out to Madison's farm. Ron has certified the construction to DEQ and sent it in. Our crews are building the Sand Dunne Station right now. Jacob has started working on plans for the 41 Station.

E. Freezer Warehouse

Ryan reported on the Warehouse activity for the month of July. Overall the month was a little slower than expected due to the pea crop being about 8 million pounds off of projections and the ConAgra west plant is still shut down. Fiscal year end numbers reflect activity of almost 900 million pounds handled. The real-time inventory system should be up and running in October.

Phase I of the Planer remodel is just about ready to go. He's hoping to get inspections done soon and begin receiving product by the end of August. He's also talking with other potential clients on the remaining space available in the building. He will probably add another 2-3 employees to accommodate the added activity.

F. Bridge and Road Schedule for HB2001

Mark reported that our crews are finishing up the wall this week and Tapani will be here the following week to start footings. The plan is still to be able to start paving in October.

G. Early Learning Center

Mark reported that they are finishing up sidewalks and flooring is going in. Our landscape crew is doing all the design and planting of the landscaping. The building is still on schedule to be completed by the school year start. The ribbon cutting ceremony is scheduled for 3:00pm on August 30th.

H. Other

Karen Pettigrew reported that they have decided to wait on their paving projects until spring. They are finishing their waste water master plan and should be going

out to bid with it soon. She also reported on the pool & rec center numbers. Their computer system isn't up and running yet but hopefully it will be soon.

She also reported on the BIA and said they are going to have another meeting in September. She is really pressuring them to put something on paper for her.

IV. NEW BUSINESS

A. Port Policy Review

- **Utility Easement Permit Policy**

The policy was emailed out to all Commissioners beforehand and no changes were needed to the policy but some changes were asked of for the application. The proposed updated application was presented to the Commission. No further changes were discussed.

Marv moved to approve the Utility Easement Permit Policy and Joe seconded the motion. No further discussion was had and the motion passed unanimously.

B. Other

Gary updated the group that on August 10th bids will be opened for drilling of well #5.

Lisa and Gary met with Kirby Garret from CFM regarding a proposal for help in navigating the grants process and making us more successful in getting federal funding. They will get a proposal from him on the service and share it with the Commission to get approval.

Jim Doherty, County Commissioner, expressed interest in meeting to discuss transportation needs in our area.

V. STAFF REPORTS

Staff reports were reviewed and discussed.

Gary reported that our crews are currently fixing the recent derailment and should be done and ready to be inspected by the end of the week.

Tim reported on recent new hires at the shop including Jim Girvin who is a Lead Equipment Operator and is in charge of the bridge project. John Talbot is a new mechanic who is working a Wednesday through Saturday schedule to allow more time for maintenance of equipment and vehicles.

The Port currently has two positions open, Purchasing Agent to fill Peggy's spot when she retires in February and a GIS drafting position.

Gabe Hansen will start on August 14th as an Assistant Controller.

Upcoming events –

8/17/17	Port of Cascade Locks Visit
8/22/17	8:00am Audit Committee Meeting
8/30/17	3:00pm Early Learning Center Dedication
9/13/17	1:30pm Port of Morrow Regular Commission Meeting
9/15/17	Pendleton – Governor’s Luncheon (RSVP)

The meeting was recessed at 2:54 pm. Executive session under **ORS 192.660** started at approximately 3:00 pm. The commissioners came out of executive session at 3:55 pm and there being no further business the Commission meeting was adjourned at approximately.



Gary Neal, General Manager



Jerry Healy, Commission President

PORT OF MORROW

Commission Meeting

August 9, 2017

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
Sheryl Bates	WCVSDG		
Karen Rittig	Boardman		
Don Russell	County		