

**Regular Commission Meeting
December 13th– 1:30 pm
2 Marine Drive, Boardman, Oregon 97818**

I. CALL TO ORDER AND INTRODUCTIONS

Jerry Healy called the meeting to order at 1:31 p.m.

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

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

Guests: As listed on sign-in sheet

II. APPROVAL OF MINUTES –November 8th Regular Commission Meeting and November 30th Special Commission Meeting

Joe noted a correction to be made on the November 30th Special Commission Meeting Minutes. Rick moved to approve the minutes with noted correction from the last Regular Commission meeting and the Special Commission meeting and Marv seconded the motion. No further discussion was had. Motion passed unanimously.

III. OLD BUSINESS

A. Willow Creek Valley Economic Development Group

Sheryll Bates was not in attendance so no update was given.

B. Boardman Chamber Update

Julie Gisi was not in attendance so no update was given.

C. SAGE Center Update

Heather reported on the SAGE Center activity for the past month including the number of visitors that came through and where they came from. As well as the numbers for the SAGE Center Movie Night, SAGE Saturday and their first ever Winter Market.

The SAGE Center was recently recognized as one of 100 best destinations in Oregon.

D. Pipeline Project Update

Ron reported that the construction of the pond at Madison's Farm is at the halfway point. Miff showed the group a drone video of the construction progress. Mark reported that pressure testing should begin within the week and the last manifold building is being built now and should be complete soon.

E. Freezer Warehouse / Dry Warehouse

Ryan reported on the warehouse activity for the month of November. Overall it was a very busy month even with the Thanksgiving holiday. In the previous 12 months they have moved a billion pounds of product in and out of the warehouse. They hired 3 new employees this past month and will probably add another 3-5 more employees this month to reduce overtime hours. Rail cars being delayed is still a continuing struggle for them.

F. Bridge and Road Schedule for HB2001

Mark reported that the bridge is mostly complete. The lighting contractor will be starting soon. Tapani will be back in the spring to finish up the sidewalks. Paving will also be done in the spring. Miff showed a drone picture of the bridge to the group.

G. Workforce Training Update

Kalie reported on her recent activity for the training center which included doing a wage/benefit comparison analysis for the local industries per their request. She's working on that in the form of a voluntary survey to the businesses. She and 6 different industry representatives will be making a recruitment trip to Perry Tech on 1/24/18 to hopefully recruit some employees to the area. She has also made a training calendar for the next year and will be sending it out soon to all area industries. HR Answers will be holding a training seminar on 1/25/18 at the workforce training center.

H. Resolution 2017-16 Contract Review Policy

Eileen reviewed a draft of the policy with changes that were discussed at the last Commission meeting to the group including logs that will be kept on all contracts and given to the Commission each month.

Marv moved to approve Resolution 2017-16 Contract Review Policy and Joe seconded the motion. No further discussion was had. The motion passed unanimously.

IV. NEW BUSINESS

A. Todd Chase – Economic Impact Study

Todd showed a summary power point on the economic impact study that he did on the Port to the group. The last study was done four years ago. Overall, the summary showed mostly positives for the Port. He said he's never seen this much growth in this amount of time before at a port.

Lisa discussed the need to make a short presentation power point with someone narrating some of these key points. The presentation could be used to get information to the constituents for Morrow County as well as tours of the area.

B. Miff Devin – Automation Update

Miff gave an update on the recent automation on the pump stations including a power point with pictures of the hardware. He explained the software capabilities and the differences between his “first generation” software which is at East Beach and the newest generation which is at all Madison pump stations.

C. SDAO Consulting Services Agreement

Gary submitted a copy of the services agreement from SDAO to the Commission.

Rick moved to accept the SDAO Consulting Services Agreement and authorizing Jerry to sign. Joe seconded the motion. No discussion was had and the motion passed unanimously.

D. Resolution 2017-15 – Approving CREZ II Enterprise Zone Agreement

A resolution approving an agreement between CREZ and VA Data, Inc. Lisa gave background information on the resolution to the group. The City of Boardman and Morrow County Commission will also need to approve the agreement within the week. The agreement will take effect when all parties have signed the agreement.

Joe moved to approve Resolution 2017-15 – Approving CREZ II Enterprise Zone Agreement. Marv seconded the motion. No further discussion was had and the motion passed unanimously.

E. Intergovernmental Agreement with Business Oregon

A statewide port strategic planning responsibilities agreement. Lisa explained the agreement’s history to the group that began as an agenda item from the 2009 Legislature.

Marv moved to approve the Intergovernmental Agreement with Business Oregon. Joe seconded the motion. No further discussion was had and the motion passed unanimously.

F. Lease Option Extension Request from Tidewater

Gary explained that our current lease with Tidewater can be renewed in 5 year increments and is good until 2026. They are requesting an extension to that agreement so that they can show a prospective new client that they are trying to attract. Gary recommends offering 4 additional 5 year extensions to them.

Rick moved to approve the lease option extension request from Tidewater. Larry seconded the motion. No further discussion was had and the motion passed unanimously.

G. Other

Gary reported that Tredit Tire has an option to extend their lease for another 7 years and they have been discussing different options to meet their current and future needs. Options being discussed are to have us build a new building and they lease

it from us or that they just lease the land from us and build their own building on the land. Tredit is asking for additional language to be put into their lease contract stating that if they move to another Port owned property then their current lease will allow them to terminate without a penalty.

Joe moved to approve the lease extension for Tredit Tire with additional language allowing them to terminate without a penalty as long as they move to another Port owned property. Marv seconded the motion. No further discussion was had and the motion passed unanimously.

Tim reported on the status of the current maintenance projects that the crews are working on including the 20 inch PDX 62 line, landscaping maintenance and how the automation is helping him.

Gary gave a map of proposed annexation that Karen Pettigrew had a lawyer draw up to the Commission.

Marv moved to approve the proposed annexation of 177 acres of land. Joe seconded the motion. No further discussion was had and the motion passed unanimously. Rick abstained from the vote due to a potential conflict of interest since he's a City of Boardman employee.

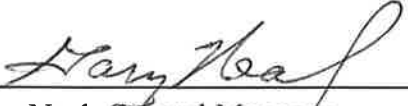
V. STAFF REPORTS

Staff reports were reviewed and discussed.

Upcoming events –

12/15/17	5:30 Staff Christmas Party Social Time
12/15/17	6:00 Staff Christmas Party Dinner
1/10/18	1:30 Regular Commission Meeting
2/8-11/18	SDAO Annual Conference

The meeting was recessed at 4:02 pm. Executive session under **ORS 192.660** started at approximately 4:10 pm. The commissioners came out of executive session at 4:30 pm and there being no further business the Regular Commission meeting adjourned.



Gary Neal, General Manager



Jerry Healy, Commission President

PORT OF MORROW

Commission Meeting

December 13, 2017

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS <small>(If we don't have it)</small>
Karen Pettigrew	City Boardman		
Heather Cinnwell			