
Regular Commission Meeting Minutes
April 16, 2024 – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Joe Taylor called the meeting to order at 1:30 p.m.

Commissioners Present: Joe Taylor, John Murray, Kelly Doherty, and Joel Peterson

Staff Present: Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Jason Hendricks, Anna Browne, Jacob Cain, Erika Lasater, and Brandy Warburton

Visitors Present: Justin Nelson, Travis Hyder, Karen Pettigrew, Kelly Morgan, George Shimer, David Richards, Brandon Hammond

By Zoom Meeting: (Staff) Marcine Brangham
(Guests) Sam Tucker, Ryann Gleason, John Doherty, Greg Goebel, 5415615339, Samsung user, Kirby Garrett, MC Planning, David Sykes, Aaron Palmquist, Michael Campbell, Galaxy S10+, Lisa Pratt

II. PUBLIC COMMENT PERIOD

III. CONSENT AGENDA

A. March 13, 2024, Regular Commission Meeting Minutes

John made the motion to approve the consent agenda items with a correction to remove his name from the tour attendance. Kelly seconded the motion. No further discussion was had. The motion passed unanimously.

IV. LEGISLATIVE UPDATES

A. State – Ryann gave an update for the state legislative matters. The legislature adjourned in March and the attention is now on the May primary. Gov. Kotek has until April 18 to make veto decisions. Agencies are gearing up for the 2025 legislative session. She has been working with industry partners and is hoping to organize a tour during the Eastern Oregon Economic Summit in June.

B. Federal – Kirby presented an update on federal legislative matters. Congress passed the last spending package last month, which included \$1.5 million for the Boardman incubator project. Congress is now moving to the next appropriations cycle. We have four requests included for that cycle.

V. OLD BUSINESS

- A. CDA Update** – Kelly reported on the last meeting. The Port of Morrow made a proposal to divide the property, which passed. There will be a meeting next week on the 23rd. John asked about bills and who would be responsible for those. Lisa responded that there will be questions on how to divide things. We've asked for legal descriptions for parcels. The CDA board will remain in existence and there will be a partnership for at least another 9 years. There was a conversation regarding future development.
- B. WIFIA Application Update** – Lisa stated we received a draft term sheet yesterday afternoon. We will be requesting some changes. Finalizing the loan will likely be in the month of July.
- C. CREZ II & III Manager Update** – Joe said a manager has not been hired. A recommendation was made by the committee, but the board decided not to pursue that. The board is considering assigning a county person for that role with Commissioner Sykes as the interim manager until then.
- D. Community Projects** – Mark said we are waiting for contractor work to be completed in Ione and then will go back to finish up our part. We worked at the baseball park at the Marina. George Shimer said the work was much appreciated. Lisa said one correction to the list is that the Irrigon incubator project is a City of Irrigon project. Aaron Palmquist said they're hoping to go for bids this fall.
- E. Executive Session Policy Review** – Brandy and Sam gave an update on changes made to the draft policy. There is a copy in the packet for the commission to review. The policy gives the commission structure and guidance when deciding who is allowed to attend executive sessions via Zoom. The commission will review and make recommendations at the next meeting.
- F. POM Budget Committee Appointments** – Eileen said two names were presented, one a temporary appointment for Jason Proudfoot for 1 year as Kelly's representative and Rick has requested Von Studer from Irrigon.

John made the motion to approve Jason Proudfoot for 1 year and Von Studer for the budget committee appointments. Joel seconded the motion. There was no further discussion. The motion passed unanimously.

- G. Meeting Recordings to Website** – Brandy said Rob in IT has suggested YouTube. Erika said that is the best option and could be implemented immediately. A link would be included on the website to the YouTube channel. Lisa likes how the City of Boardman and Morrow County have implemented their meeting information online. The port will likely look at the same system.

H. Mill Site Transfer – Lisa said she had a meeting with the county this morning. The county is still contemplating sites for the courthouse. Lisa recommends that we donate the property and look at the infrastructure to the site. It will be an ongoing conversation. The port commission is open to this idea.

I. Other

No other old business was discussed at the time.

VI. NEW BUSINESS

A. Ordinance 2024-02 – Draft review – Lisa explained the ordinance will replace Ordinance 90-03 from 1990. The ordinance regulates the discharge of industrial wastewater to facilities for collecting, conveying, treating, storing, reusing, and disposing of industrial wastewater. There's only been one revision. We want to make sure we are in compliance with our permit, fulfill legal obligations, and so forth. Michael Campbell said the ordinance is intended to update the old ordinance to make it reflect similar municipal regulations. The biggest change envisions a permitting system issued by the Port to industrial users that would enable the Port to tailor the requirements for each user to meet DEQ requirements. It places an administrative burden on the Port but also provides flexibility. Michael and Lisa answered questions.

B. June Meeting Date Change – Lisa said she will be gone the week of this meeting for a study tour through Business Oregon. She has been awarded a scholarship to take the trip. Tuesday, June 18 will work for the next commission meeting.

C. Other

Eileen gave a BPA update on passthrough/conduit financing and answered questions. Sam summarized the history for commissioners who have not heard about this process before. There will be a resolution the commission needs to pass.

VII. STAFF REPORTS

A. Project Updates – Mark gave an update on the DEQ/Secondary Treatment projects. We're planning on opening bids on May 9. Winter storage lagoons received 100% approval from DEQ, which means we can move forward with construction. We're hoping to start construction on these projects in July. We're moving forward on Farm 5 and going to bid towards the end of the month. Jacob said we are paving for BUILD today and finishing tomorrow. There are a small number of punch list items to finish up. The Terminal 1 Crane bids will be opened next week. The airport projects are going very well. Grading should be finished mid-May.

B. Maintenance Update – Mark talked about projects while Erika showed photos of the SAGE Expansion, BUILD, and Ulman paving.

C. Financial Update – Eileen gave the financial update.

D. Usage Reports – The commissioners reviewed the information in the packets.

E. Other

No other staff reports were discussed at the time.

VIII. OTHER REPORTS

A. WCVEDG – None present

B. BCDA - None present, there is a report in the packet

C. ICABO – Joel gave an update.

D. Other – There were no other reports.

IX. FOR THE GOOD OF THE ORDER

None

X. UPCOMING EVENTS:

April 16th	3:30pm	POM Budget Committee Meeting
April 20th	8:30-12:30	SDAO Leadership Training (Zoom)
April 27th	9-3:00pm	SDAO Leadership Training Portland State University
April 30th	6:00PM	City, County, Port Joint Meeting
May 8th	1:30pm	POM Regular Commission Meeting
May 8th	3:30pm	POM Budget Committee Meeting
June 18	1:30pm	POM Regular Commission Meeting

XI. EXECUTIVE SESSION

There is no executive session today.

Joe adjourned the meeting at 2:46 PM.

Submitted by:



Joe Taylor, Commission President



Lisa Mittelsdorf, Executive Director

PORT OF MORROW
Regular Commission Meeting
April 16, 2024

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
Justin Nelson	Morrow DA OFFICE	541-626-5626	_____
TRAVIS HYDER	LAMB WESTON	541-314-2930	
Anna Browne	POM		
Kelly Norga	Leads West	202-251-9973	
Rhiannon Pettigrew			
George Stines	BOARD	541 212 1043	
David Richards	Boardman Resident	541-571-5949	
Brandon Hammond	COB		

