

**Regular Commission Meeting  
December 12, 2018 – 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, Rick Stokoe, Larry Lindsay, Joe Taylor and Marv Padberg

**Staff:** Gary Neal, Ryan Neal, Lisa Mittelsdorf, Eileen Hendricks, Kalie Davis, Ron McKinnis, Mark Patton, Tim Patton, Erika Lasater, Marcine Brangham, Lisa Patrick, Miff Devin and Brandy Warburton

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

**II. APPROVAL OF MINUTES –November 14<sup>th</sup> Regular Commission Meeting Minutes**

Marv moved to approve the November 14<sup>th</sup> Regular Commission Meeting minutes. Joe seconded the motion. No further discussion was had and the motion passed unanimously.

**III. OLD BUSINESS**

**A. Well 5 Update**

Mark reported that all bids have been awarded and they plan to start construction of the pump house at the beginning of the year. Oregon Pump won the bid for the materials and all materials should start arriving soon.

**B. East Beach Unit Train Expansion**

Mark reported that the bids are now open for the materials on the project. The bid for the labor has been postponed due to the Port receiving the B.U.I.L.D. Grant. Mark wants to make sure that we are aware of the all the pieces that the grant requires before we post the bid.

**C. Other**

No other old business was discussed.

**IV. NEW BUSINESS**

**A. Resolution 2018-15 – Reimbursement Resolution EID**

Ryan reported that the East Improvement District (EID) approached the Port about financing their project for them since they don't yet have the credit rating needed to get financing on their own. East Improvement District consists of 8 local farms which have total assets of \$250 million. We would receive some monetary gain in return for using our credit rating. The cost of the project will not exceed \$54 million.

Joe moved to accept Resolution 2018-15, a reimbursement resolution with EID. Marv seconded the motion. No further discussion was had and the motion passed unanimously.

**B. Resolution 2018-16 – Reimbursement Resolution CID**

Ryan reported that this is a similar agreement to the EID agreement. This is with the Columbia Improvement District (CID) and will be for improvements to the potable water systems. The cost of the project will not exceed \$31 million.

Marv moved to approve Resolution 2018-16, a reimbursement resolution with CID. Joe seconded the motion. No further discussion was had and the motion passed unanimously. Larry abstained from the vote to avoid a possible conflict of interest.

**C. Resolution 2018-17 – CREZ II**

Ryan reported that this agreement is almost identical to the previous agreements with CREZ and VaData, Inc. The CREZ board has recommended approval of the resolution to the Commission.

Rick moved to approve Resolution 2018-17, CREZ II agreement with VaData, Inc. Marv seconded the motion. No further discussion was had and the motion passed unanimously.

**D. Other**

Marv asked if next month's meeting could be changed from the 9<sup>th</sup> to the 16<sup>th</sup> since he will be out of town. Everyone agreed to the change.

Eileen reported that the warehouse had applied for a SDAO Safety and Security Matching Grant in the amount of \$5000 and was just recently awarded that grant. The grant money will go towards fencing and cameras at the warehouse facility.

Joe moved to approve the SDAO Safety and Security Matching Grant in the amount of \$5000. Rick seconded the motion. No further discussion was had and the motion passed unanimously.

**V. STAFF REPORTS**

**A. SAGE Center Update**

Lisa reported on the number of visitors for the month of November and the various activities that they attended at the SAGE Center. Winter Market, Navy Band, SAGE Saturday and Movie Night were all great turn outs. She just returned from Portland where she attended an awards luncheon for the "100 Best Fan Favorite Destinations in Oregon." SAGE Center placed 82 on the list and will be placed in a brochure that is given out at all welcome centers across Oregon.

**B. Warehousing Update**

Marcine reported on the numbers for the warehouse facilities for the month of November, which was another great month with big numbers. They just finished second quarter inventory for Lamb Weston and received a 99.98%. Because the last two quarters were such a high percentage they will no longer have to shut down to do an annual physical inventory, as long as they maintain that percentage. Lamb Weston will do spot checks periodically. The warehouse added two new employees last month.

**C. Workforce Training Update**

Kalie is focusing on implementing an internship program within the local schools and businesses. Her goal is to have that program running by next fall. The pre-k pilot program is on track to start next year. All businesses that contributed to the funding of that program will have three spots for their employees to fill and there will be two left over for others. She has also started recruitment for next year's teacher externship program. This year's program had five teachers participate and her goal for next year is to have ten teachers in the program.

**D. Maintenance Shop Update**

Tim gave an update on the current projects completed and in progress which included the community kitchen in Heppner, Airport building, conference room remodel, lone community fitness center, Cadman site, MCGG site, digester site, well 1 pump house and the new shop behind the current shop site. They have two college kids that did temporary work for the Port this summer back for the winter break.

**E. Communications Update**

Erika showed photos of various projects and programs going on around the Port to the group. The winter newsletter will be out in January. She has been working with Miff to get the SAGE Center's website hosted in-house and that is now completed. She also showed a video of the Nuts, Bolts and Thingamajigs Manufacturing Camp that was held this summer for the local youth.

**F. Usage Reports**

Staff reports on water usage were reviewed and discussed.

**F. Other**

Eileen discussed the budget versus actual numbers through the end of October 2018 with the group. The format will be changed a little bit for next month's report.

**VI. OTHER REPORTS**

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

No representative in attendance so no update was given.

**B. Boardman Chamber Update**

Keri Heideman reported on the Chamber's activities including the Community Tree Lighting event, pictures with Santa on December 12<sup>th</sup>, shop local program, upcoming monthly luncheon on December 19<sup>th</sup> and the awards banquet on February 15<sup>th</sup>.

**C. Other**

Karen Pettigrew reported that the City is digging a trench now and installing pipe for their water system project that has been on-going for a long time now. The City will be closed on December 24<sup>th</sup> and 25<sup>th</sup>.


Ryan told the group that the Port of Morrow recently was awarded the B.U.I.L.D. Grant in the amount of \$19.4 million dollars.

Jerry thanked both Gary and Ron for their many years of service to the Port of Morrow since this is their last port commission meeting before retirement.

Upcoming events –

1/16/19	1:30pm – Port of Morrow Regular Commission Meeting
2/8-2/10/19	SDAO Annual Conference

The meeting was recessed at 2:28 pm. Executive session under **ORS 192.660**, started at approximately 2:33 pm. The commissioners came out of executive session at 3:23 pm and there being no further business the Regular Commission meeting adjourned.

  
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Ryan Neal, Executive Director

  
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Jerry Healy, Commission President

# PORT OF MORROW

Commission Meeting

December 12, 2018

## SIGN-IN SHEET

<b>NAME</b> <b>PLEASE PRINT</b>	<b>COMPANY</b> <b>REPRESENTING</b>	<b>PHONE NUMBER</b>	<b>EMAIL</b> <b>ADDRESS</b> <b>(If we don't have it)</b>
<i>KAREN Pettigrew</i>	<i>City Boardman</i>		
<i>Kari Heideman</i>	<i>Boardman Chamber</i>		