

Regular Commission Meeting
May 11, 2022 – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Rick Stokoe called the meeting to order at 1:30 p.m.

Commissioners Present: Rick Stokoe, Marv Padberg, Joe Taylor, Jerry Healy and John Murray

Staff Present: Lisa Mittelsdorf, Mark Patton, Eileen Hendricks, Miff Devin, Jason Hendricks, Erika Lasater, and Brandy Warburton

Visitors Present: Mike Hughes, Torrie Griggs and Karen Pettigrew

By Zoom Meeting: (Staff) Marcine Brangham, Tim Patton,
(Guests) Joanna Lamb, Kirby Garrett, Tami Sinor, Robert Fritz, Patrick Collins, Leonard Bergstein, "US Cell"

II. EXECUTIVE DIRECTOR POSITION

Rick announced that the executive director position was offered to Lisa Mittelsdorf, and she has accepted the conditional offer of employment.

III. CONSENT AGENDA

- A. April 6, Regular Commission Meeting Minutes**
- B. April 19, Special Commission Meeting Minutes**
- C. April 25, Special Commission Meeting Minutes**
- D. Port of Morrow Comprehensive Crime Policy**

John made the motion to approve the consent agenda items. Marv seconded the motion. No further discussion was had. The motion passed unanimously.

IV. LEGISLATIVE UPDATES

A. Federal

Kirby gave a brief update on the federal legislation in progress as it relates to the Port. Four projects were submitted: wastewater infrastructure/equipment improvements, staffing for the SAGE Center/training and workforce development programs, POM interchange and rail infrastructure improvements, and City of Irrigon's business incubator project.

Lisa asked how scheduling was going for next week. Kirby thought it would make sense to hold off on a visit at this time but will follow up with an alternative time.

Rick asked for an adjustment to the agenda to strike the trade and commerce discussion from the executive session. The commission agreed to remove it.

V. OLD BUSINESS

A. POM Bylaws Subcommittee Update

No update was available. The subcommittee was not able to meet.

B. Community Projects

Mark gave an update on community projects. Crews are moving dirt for the new Boardman fire station and the Irrigon track is on hold.

Jerry commented that the Heppner Fitness Center's grand opening is next week.

C. Other

No other old business was discussed at the time.

VI. NEW BUSINESS

A. SDIS Best Practices

Brandy announced that items A & B will go together. This year, SDIS is focusing on board responsibilities. We already have a policy, adopted in 2014 and we may consider removing all similar information in the bylaws since it's included in policies. She said all members of the board need to go through the training if they want the credit. She also highlighted the Board Member Leadership Academy. Two members need to enroll in the program. We have until November to complete the process and receive the credits. Commissioners agreed to come in an hour early at the next regular meeting to take care of these requirements.

B. Policy Update – Board Duties and Responsibilities Policy

The policy needs to be ratified at the June meeting. Brandy said her only suggested change is the titles of "district manager" to "executive director".

Rick asked for recommendations on how to proceed. Joe said we just need to review it and have any changes available for the next meeting.

C. New Leases

Lisa announced Silver Creek Contracting is a new lease of 2.54 acres across from Transload 4 dry storage and the Langenburg building. It will be used for a portable concrete mixing station and other construction purposes. He may also be interested in an additional 3 acres.

Tidewater BioFuels dock lease has been amended to allow Simplot to export fertilizer. The CORPS permit has also been signed.

Columbia River Machinery is interested in a land lease as well. He has previously been interested in property next to the maintenance shop for an equipment rental facility but has agreed to property on Lewis and Clark near the warehouse.

D. Other

No other new business was discussed at the time.

VII. STAFF REPORTS

A. Project Updates

- SAGE Center Addition – Mark reported that designs, plans, and specifications are 100% complete.
- B.U.I.L.D. – Has been resubmitted to UP. We will likely need to include bioswales. Mark reported that we are behind on our original schedule. There was additional discussion regarding the project.

B. Maintenance Update

Erika showed photos while Tim gave an update of projects. Projects included: Al James maintenance, digester, Well 1, SAGE Center (SciFri, Tesla stations, and the bridge), Simplot, Cal Farms, Tidewater housing development, and the Morrow County High School Internship luncheons.

C. Financial Update

Eileen reported that we are maintaining our unrestricted cash, but there would be a drop in the next month or so for the restricted.

D. Usage Reports

There were no questions or discussion regarding the usage reports. Brandy reminded commissioners that all department reports are also included in the packet.

E. Other

No other staff reports were discussed at the time.

VIII. OTHER REPORTS

A. Willow Creek Valley Economic Development Group / Heppner Chamber

JoAnna reported that WCVED received 18 applications for their community grant. The Town & Country dinner will be this month to honor community members.

B. Boardman Chamber Update / BCDA

Torrie highlighted upcoming events for the Chamber. The Chamber is hiring two staff members. A community meeting will be happening soon for the Fourth of July Celebration. A Job Fair will be co-hosted with Workforce Development on June 1. She

also reported that they have added to the BCDA budget. The Homebuyer incentive program is very popular. She also gave an update on the status of the broadband project. Senator Hansell is using their Broadband expansion program as a model for other communities. BCDA is also negotiating the purchase of property for the retail space.

C. City Updates

Karen reported that the east side of the Laurel Loop project has started.

At Rick's request, Chief Hughes gave an update on the newly formed golf team. He thanked the Port for the upkeep and improvements to the golf club. 9 boys and 1 girl participated on the team this year. Wyatt Browne finished in the top five and will be heading to State. He also thanked the Port for assistance with the new fire station.

D. County Updates

No one was present for the county updates.

E. Other

IX. FOR THE GOOD OF THE ORDER

Marv commented on Ryan's celebration of life at the SAGE Center. It was well-attended and brought back memories for the construction and opening of the SAGE Center. It was a perfect location for the event.

John mentioned that a few people have asked about the nitrate issues. He asked if the commission would consider having someone attend health district meetings relating to the nitrate issues. He stressed the urgency of being on the front end of setting up ways to deal with the issue. Lisa reported that she has been in conversation with Melissa Lindsay regarding collaboration, including Umatilla County and informed them that we would like to be at the table for those meetings. Marv expressed an interest. There was additional discussion regarding the topic. It was decided that Marv would be the Port representative with John as the backup.

X. UPCOMING EVENTS:

May 11th	3:30pm	POM Budget Committee Meeting
June 8th	1:30pm	POM Regular Commission Meeting
June 21-23rd		PNWA Summer Conference - Spokane


I. EXECUTIVE SESSION

Rick recessed the regular session at 2:33 PM for a short break to be followed by executive session. The commission will not be returning to regular session.

The Port will hold an executive session meeting for the permissible reason(s) stated below under ORS 192.660(2). Representatives of the news media and designated staff and other persons shall be allowed to attend the executive session in-person. All other members of the audience will be asked to leave the room. The public virtual Zoom Meeting link will be closed during the executive session as permissible executive session meetings are not subject to HB2560. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision will be made in this executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room in-person and open the public virtual Zoom Meeting link again.

- A. For the Purpose of Consideration of Deliberations with the Port's Executive Director and Other Staff Members Who Have Been Designated by the Port to Negotiate Transactions Related to the Sale or Lease of Real Property – ORS 192.660 (2)(e)**
- ~~**B. For the Purpose of Consideration of Negotiations Involving Trade or Commerce in Which Port is in Competition with the Governing Body in Other State or Nation – ORS 192.660 (2)(g)**~~
- C. For the Purpose of Consultation with Counsel Concerning the Legal Rights and Duties of a Public Body with Regard to Current Litigation or Litigation Likely to be Filed – ORS 192.660 (2)(h)**

Submitted by:



Rick Stokoe, Commission President



Lisa Mittelsdorf, Executive Director

PORT OF MORROW

Regular Commission Meeting

May 11, 2022

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
Karen Pettigrew	City		
Miss Hester	Barnes and Fine		
Tammie Gregory			