

Regular Commission Meeting
May 12th – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

- I. 11:00 am – Budget Committee Port Tour**
- II. 12:00 pm – Budget Committee Meeting**
- III. CALL TO ORDER AND INTRODUCTIONS**

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

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

Staff Present: Ryan Neal, Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Kalie Davis, Erika Lasater, Daniel Rodriguez and Brandy Warburton

By Zoom Meeting: Miff Devin, Andrea Orcutt, Kim Rill, Marcine Brangham, Tim Patton, and Torrie Griggs

Visitors Present: Karen Pettigrew

By Zoom Meeting: Kirby Garrett, John Kilkenny, Sheryll Bates, Boardman Rez, Ryan Degrofft, Jim Doherty, Sandy Toms, Tom Cusack, Melissa Lindsay, Patrick Maag and Kim Cutsforth

- IV.** Two members from Riverside FFA took a few minutes to thank the Port and Commission for helping with their new greenhouse and to let everyone know that their awards banquet will be held virtually on May 19th.
- V. APPROVAL OF MINUTES –April 14th Regular Commission Meeting Minutes**
John moved to approve the April 14th Regular Commission Meeting minutes. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

VI. OLD BUSINESS

A. Legislative Updates

Kirby Garrett, with CFM Advocates, reported on the earmark requests that we had submitted to Congress. Representative Cliff Bentz's office has decided not to participate in the process this year, so we are targeting our efforts on the Senate side. Their guidance was released on Monday and the deadline is this Friday. We will submit four projects for consideration.

B. CDA Update

No representative was available to give an update.

Lisa reported that the CDA is moving forward with the transfer of the chemical depot land and then she gave a brief history to the group on the land. Ryan said he

would like to have a meeting with both the County and the Port about the transfer of the land and getting a plan in place for the land, within the next 30 days if possible.

C. B.U.I.L.D. Update

Mark reported that we have finally received the 30% approval from U.P. and the bridge decks bids are open and will be unsealed on May 27th.

D. New South Lift Station

Mark reported that this project will resume in the fall of this year.

E. Heppner Update

Mark reported that he had talked with Anderson Perry on Monday, and they are working with FEMA back and forth on comments for the flood plain.

Tim reported that our crews have started hauling dirt over there and the plan is to start digging next week.

Ryan reported that Morrow Development Corporation is buying a flex space building to be placed on our property in Heppner.

F. Airport Well

Miff reported that the depth is a little beyond the 900 feet level now and they expect the well to be operational by fall.

G. Gar Swanson Extension

Mark reported that the crews are there right now prepping the road for pavement which will start on May 24th.

H. East Beach Utility Improvements

Mark reported that the sewer is complete, wastewater is almost complete to the pond, the potable water system is done between Internet Way and the tenant site and next week they will start installing the 20-inch line.

I. Flex Space Building

Mark reported that the concrete slab was poured on Monday and the crews will start working on the building next week. Completion date is expected for September and the building is 100% committed for occupancy.

J. Red Rock Update

Ryan and Eileen reported that further discussions about the project with our attorneys and the changes that have happened along the way within the project have made them come to the recommendation of us not moving forward and to look for other opportunities.

M. Other

No other old business was discussed at the time.

VII. NEW BUSINESS

A. Resolution 2021-02 – CREZ III Board Appointees and Enterprise Zone Manager

Lisa explained that the resolution will acknowledge the Commission's approval of Greg Sweck as the Enterprise Zone Manager, the City of Boardman as the Fiscal Manager and affirms that the Port will appoint two Commissioners and one staff member as Port representatives with like alternates for the CREZ III board.

Jerry moved to approve Resolution 2021-02, CREZ III Board Appointees and Enterprise Zone Manager. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

B. Community Projects

Ryan gave a report of all the requests for some form of help from the Port that we have received from across Morrow County for community projects. Discussion was had on all requests and what kind of help they were requesting of the Port.

C. Resolution 2021-03 – Authorization to Invest Funds

Eileen explained that this resolution will authorize the County to invest funds they have received from property tax collections.

John moved to approve Resolution 2021-03, Authorization to Invest Funds. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

D. Other

No other new business was discussed at the time.

VIII. STAFF REPORTS

A. Financial Update

Eileen gave all commissioners a cash balance report as of April 1st and the report was reviewed and discussed. They also each got a current budget versus actual report.

B. SAGE Center Update

Torrie Griggs reported that the SAGE Center is now open to the public and Brooke Tolar was hired as the summer intern. Torrie is working with Tesla and UEC for

an electric charging station to be placed at the SAGE Center and a new reader board is being installed within two weeks.

C. Warehousing Update

Marcine reported on the numbers for the month of April for the warehouse which were up from the year before. The freezer is at 80% capacity, the cooler is at 98% capacity and the dry storage is at capacity. They just completed their AIB audit and received 990 out of 1000 and she's been working on customer rates for the next year.

D. Workforce Training Update

Kalie reported on her recent activities which included virtual interviews for the high school internship program, educator externship program, NBT camp that is completely full with a waiting list, forklift simulator, career connect virtual job fair and a letter from area industries to the editor regarding the federal unemployment aid.

E. Maintenance Shop Update

Erika showed pictures of the projects to the group as Tim explained the progress of each including the Heppner mill site, flex space building, Gar Swanson extension, South lift station, and the new warehouse access road.

F. Communications Update

Erika reported on her recent activities which included taking pictures of various projects around the port, the commission display at SAGE Center, new signage at the Riverfront room, the quarterly newsletter, website updates, key ingredient videos and updating port presentation materials.

G. Golf Course Update

Pat reported on the number of visitors for the Golf Club which included 430 rounds of golf played by non-members, 250 rounds by members, and 49 rounds played by employees. Lamb Weston held a team building event at the club recently for their employees.

H. Usage Reports

Staff reports on water and rail usage were reviewed and discussed.

G. Other

No other staff reports were discussed at the time.

IX. OTHER REPORTS

A. Willow Creek Valley Economic Development Group

Kim Cutsforth reported that the public and community enhancement grant has paid out \$113,000 so far this year.

The housing rehab grant program currently has 9 houses in the program and 17 completed.

The annual luncheon will be held May 26th at the Gilliam and Bisbee building in Heppner.

B. Boardman Chamber Update

Torrie Griggs reported on the Chamber's recent activities which included the upcoming monthly luncheon on May 19th, chamber scholarship recipients will be announced on May 24th, and the Tillamook vaccine information event.

BCDA –

Home Buyer's Grant has 32 applications submitted so far this year for a total of \$160,000 paid out and the business grant program has a total of \$150,000 paid out.

They are starting on a dog park on Front Street, replacing basketball courts and broadband in the rural community.

C. Other

Sheryll Bates reported for the Heppner Chamber. They have their monthly lunch on the first Thursday of each month and their community awards will be June 17th.

Commissioner Jim Doherty reported for the Morrow County Board of Commissioners. Three Mile Canyon Road has been changed to Marty Meyers Road and the signage should start going up soon. STEAM projects will start again in the county schools with funds from the Wheatridge project. He would like to start doing quarterly joint meetings with the Port to keep each other up to date on projects that both are involved in and how they can help each other.

Commission Melissa Lindsay wanted to give her thanks to the Port for the use of the SAGE Center for the COVID vaccine sites.

Boardman City Manager, Karen Pettigrew, reported that she would also like to see the City join the County and Port for joint meetings in the future. The City will also revamp their organizational chart to absorb the city clerk position instead of hiring someone new. Their budget meeting is on May 18th and they awarded a scholarship from Anderson Perry to their intern, America Pacheco, at their last city council meeting.

Upcoming events –

5/18		District Elections
6/9	1:30pm	POM Regular Commission Meeting

The meeting was recessed at 3:40 pm. Executive session under **ORS 192.660 and 192.660 (2)(i)**, started at approximately 3:48 pm. There being no further business, the Regular Commission meeting adjourned at approximately 4:52pm.

Submitted by:



Ryan Neal, Executive Director



Rick Stokoe, Commission President

PORT OF MORROW
Regular Commission Meeting
May 12, 2021

SIGN-IN SHEET

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