

**Regular Commission Meeting
June 10, 2020 – 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: Jerry Healy, Rick Stokoe, Marv Padberg, Joe Taylor and John Murray.

Staff Present: Ryan Neal, Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Kalie Davis, Jacob Cain, Erika Lasater, Walter Ross and Brandy Warburton

Staff via Video Conference: Miff Devin and Marcine Brangham

Guests Present: Karen Pettigrew, Gregg Zody, Mike Hughes, Torrie Griggs

Guests via Video Conference: Sheryll Bates, Melissa Lindsay, Kirby Garret, Ryan DeGrofft, Wendy Neal, Lori Roach, Kim Cutsforth

II. APPROVAL OF MINUTES –May 13th Regular Commission Meeting Minutes and June 3rd Special Commission Meeting Minutes

John moved to approve the May 13th Regular Commission Meeting minutes. Marv seconded the motion. No further discussion was had, and the motion passed unanimously. John moved to approve the June 3rd Special Commission Meeting minutes. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

III. OLD BUSINESS

A. East Beach Unit Train Expansion & B.U.I.L.D. Update

Mark was not in attendance, so Jacob updated the group on the progress of the project. The crews have been moving roughly 15,000 yards of dirt a week and the labor and materials contract has been awarded. Erika showed pictures of the projects to the group and Jacob and Walter showed preliminary drawings of the project's rail line and the proposed new crane.

B. Early Learning Expansion

Jacob reported that the project is currently three weeks behind schedule due to the trusses being late which should be here by this Friday. Ryan explained that the parking lot will be reconfigured, and a foot bridge will be added to join it with the SAGE Center. Erika showed pictures of the progress to the group.

C. New South Lift Station

Jacob reported that the manhole is being manufactured in Wenatchee this week and should arrive here in three weeks.

D. Heppner Update

Ryan reported that he and Mark toured the facilities yesterday and they are considering hiring a full-time permanent maintenance person for the area. The building closest to the road will be subdivided to be more marketable. Well 7 is operational and well 4 is being tested soon.

E. Mader/Rust Reuse Expansion

Jacob reported that they are waiting until after harvest to finish laying pipe, but all manifolds are fabricated now. Bill and his crew started the pole building for the station. Erika showed pictures of the progress to the group.

Miff reported that the monitoring well that he previously thought was dry, is no longer dry now. We are waiting for direction from DEQ on how to proceed.

F. Digester Project Update

Jacob reported that there's been no significant changes since the last update on the project still waiting to hear from DEQ wastewater side on our permit. Ryan reported that he has frequent interest from potential renewable gas partners.

G. Legislative Updates

Lisa reported that she had her first conference call with OPPA yesterday with ports in and around Oregon regarding another round of lobbying for federal grants. The next meeting is the second Tuesday of July.

Kirby reported on recent legislative issues including Tidewater being awarded a MARAD Grant today for \$3.2 million for a new barge vessel and a new \$500 billion transportation bill that is being introduced into congress which will have several programs that he thinks the port would be interested in applying for. Congress is working on a fourth stimulus package of coronavirus relief bill now which will likely include assistance for local governments and special districts. Kirby is looking at some grant programs for the Port to take advantage of.

H. Heppner CSEPP Building

Ryan asked for the update to be tabled until after executive session.

I. Other

Walter gave the commissioners a copy of a brochure for the High, Wide and Heavy Corridor Program and he explained the program to the group.

Eileen reported that she just received an email from BPA explaining the fact that we are currently using a 2015 rate schedule for all transactions. They will be looking at pricing tomorrow for this transaction so if a change is wanted, a decision would need to be made today. The commission agreed to use the 2015 rate schedule for this transaction but would like to revisit it and possibly update it for the next transaction.

Don Russell reported that the land transfer of the Army Depot land will hopefully happen this year, but he is a little fearful because most of the people that are working on the deal are retiring soon.

Ryan reported that the third-party switching agreement is again starting over. They were ready to sign the agreement but UP has now decided to research it some more.

IV. NEW BUSINESS

A. Land Sale

Ryan explained that this sale is for the 22.94 acres directly east of the Port of Morrow building to Proffutt Limited Partnership. The Purchase and Sale Agreement was given to the commissioners to review. The purchase price is \$50,000 per acre for a total of \$1,147,000.

Joe moved to authorize Ryan to continue negotiations on the land sale with Proffutt Limited Partnership and sign all necessary documents to finalize the deal. Jerry seconded the motion. No further discussion was had, and the motion passed unanimously.

B. Resolution 2020-13 Transfer of Budget Appropriations

Eileen explained that we're requesting a budget transfer from the sites budget to the warehouse and motor pool budget.

Marv moved to approve Resolution 2020-13, Transfer of Budget Appropriations, \$1,300,000 from sites to warehousing and \$200,000 from sites to motor pool. John seconded the motion. No further discussion was had, and the motion passed unanimously.

C. Resolution 2020-14 Utility Rates

Eileen explained that this resolution is to set the utility rates starting July 1, 2020. The rates were discussed at the budget meeting previously. It would be an approximate increase of 3%. Rates would be \$.66 per 1,000 gallons of fresh water and \$2.04 per 1,000 gallons of wastewater.

Joe moved to approve Resolution 2020-14, Utility Rate increase starting July 1, 2020. John seconded the motion. No further discussion was had, and the motion passed unanimously.

D. Resolution 2020-15 – Rail Tariff

Eileen explained that this resolution would set the rail tariff for use of the Port rail track and attendant facilities starting July 1, 2020. This was also discussed during the budget meeting.

Joe moved to approve Resolution 2020-15, Rail Tariff Rates. John seconded the motion. No further discussion was had, and the motion passed unanimously.

E. UEC

Ryan reported that he's working on a proposal for the sale of 3 parcels of land that totals approximately 35 acres to UEC for upcoming electrical needs on future developments. Total sale price is approximately \$540,000. A map of the parcels of land was shown to the group.

Joe moved to authorize Ryan to continue negotiations with UEC on the 3 parcels of land and sign any necessary documents on the sale. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

F. Other

Jacob showed the group the drawing for the East Beach Rail Loop project and explained that he is looking to move the pipeline to double the capacity of the flow rate.

V. STAFF REPORTS

A. SAGE Center Update

Lisa Patrick was not in attendance but an update on the SAGE Center's recent activities was in the packet for all to view and Ryan highlighted a few items to the group. The SAGE Center is still closed to the public at this time and will be re-evaluated after the 4th of July holiday.

B. Warehousing Update

Marcine reported on the warehouse numbers from the month of May which were down some from last year. The freezer is at 76.5% capacity, the dry storage is at 98% capacity and the cooler is almost completely full as well. She's been reviewing all customer rates recently and has been meeting with Tillamook once a week to improve their processes of Tillamook's product. Operations Manager Scott Neal had his last day with us on Friday and Travis Akers will be his replacement, he started at the warehouse on Monday.

C. Workforce Training Update

Kalie reported on the Columbia Works Professional Development day that she's been working on for the interns and the NBT camp that she's waiting to hear back from the school to see if it can be held there again this year. She just got an email letting her know that the grant she had applied for the forklift training simulator was denied because the funds are being redirected elsewhere with the COVID pandemic. She's still moving forward with other options for funding.

D. Maintenance Shop Update

Tim wasn't in attendance, so Ryan updated the group on the shop's recent activities including the installation of the gate in Heppner to secure the facility, the community clean up from the wind storm damage, mowing of all the sites, Barenbrug landscaping and the entrance and exit at the maintenance shop to improve safety.

E. Communications Update

Erika reported on her recent activities which included taking pictures of various projects that she showed to the group, key ingredient videos for SAGE Center, Commissioner bio displays, county wide photo project and the newsletter is being translated now and will be off to the printer soon.

F. Usage Reports

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

G. Other

Lisa reported that she has a draft strategic planning report back and the staff is reviewing it. She is hoping to have a more final version by the July commission meeting and possibly a consultant at that meeting as well.

Eileen reported on the actual versus budget numbers that the commissioners had in front of them.

VI. OTHER REPORTS

A. Willow Creek Valley Economic Development Group

Kim Cutsforth reported that Business Enhancement Program has awarded \$151,000 to date this year and the Community Enhancement Program has awarded \$91,000 to date this year.

Last week they purchased approximately 29 acres of property in Heppner to develop in to home lots.

B. Boardman Chamber Update

Torrie Griggs reported on the Chamber's upcoming activities including a Facebook live event on the census on June 11th, a virtual chamber luncheon on June 17th and a virtual Morrow County Townhall meeting on June 16th. The 4th of July celebration will be a fireworks show only this year due to COVID-19.

BCDA – They are currently working on the disc golf course and a broadband project.

The housing grants program has had 14 applications so far and has awarded \$50,000 this year.

The business grants program has had 12 applications so far and has awarded \$178,000 this year.

C. Other

Karen Pettigrew reported that the city had a council meeting last night and they included the special district meeting regarding the city's enterprise zone application. The recreation center will open its pool soon on a limited basis due to

the state restrictions and they are working on their summer recreation program which will hopefully be held at the city park.

Boardman Fire Department Chief Mike Hughes gave the group an introduction and a brief job history on himself. He also discussed some of the upcoming changes he is planning on making to the department.

Morrow County Commissioner Don Russell gave an update of the county's COVID-19 current cases. Morrow county is now in phase 2 of the Governor's reopening plan but the Governor has paused any more movement forward for the entire state.

Upcoming events –

6/16	9:00am	Special Commission Meeting and Budget Hearing
7/8	1:30pm	Regular Commission Meeting


The meeting was recessed at 3:53 pm. Executive session under **ORS 192.660**, started at approximately 4:02 pm. The commissioners came out of executive session at 4:55 pm and reconvened into regular session at 4:55 pm.

Ryan explained that a discussion was had during executive session regarding a sale of property referred to as the CSEPP building for \$100,000. The terms were presented to the Commission in writing. John moved to authorize Ryan to continue negotiations with Jay Coil on the sale of the Heppner CSEPP building and sign the necessary documents for that sale. Jerry seconded the motion. No further discussion was had, and the motion passed unanimously.

Joe brought up the closing of the gun range because he thought we had discussed it before. Rick explained that it had been discussed before because UEC brought it to our attention that some of their equipment had been shot but it was not damaged. If it had been damaged, it could have been over a million dollars to replace that equipment. The radio system received damage recently during the wind storm and the technician reported hearing shots while he was trying to repair the system. For safety reasons, the range is closed, and no trespassing signs are posted as of June 16th. Rick asked about the possibility of, in the future, finding a safer spot to re-open it. Discussion was had about a possible new spot for it, but no viable spots were presented at the time.

There being no further business, the Regular Commission meeting adjourned at 5:05 pm.

Submitted by:

Handwritten signature of Rick Stokoe, followed by the initials "RS".

Ryan Neal, Executive Director

Rick Stokoe, Commission President

