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**Regular Commission Meeting  
July 12, 2023 – 1:30 pm  
2 Marine Drive, Boardman, Oregon 97818**

**I. 8:30 AM – COMMISSION TOUR OF THE PORT**

Port commission and management staff took a tour of our wastewater project. While on the tour, upon arrival at the Umatilla Army Depot, Jerry declared a potential conflict of interest due to his minority ownership in Windwave which potentially could provide contract services to the CDA. Additionally, he declared at that time a potential conflict due to his ownership in Windwave if the tour were to include any Amazon sites or discussion which Windwave could potentially provide services to.

**II. CALL TO ORDER AND INTRODUCTIONS**

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

**Commissioners Present:** Rick Stokoe, Joe Taylor, Jerry Healy, John Murray, Kelly Doherty

**Staff Present:** Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Anna Browne, Marcine Brangham, Jeff Montgomery, Erika Lasater, and Brandy Warburton

**Visitors Present:** Torrie Griggs, Jonathan Tallman, Jim Doherty

**By Zoom Meeting:** (Staff) Tim Patton, Dori D.  
(Guests) Kim Cutsforth, JN, Raymond Akers, Ty, Tamra Mabbott

**III. SWEARING IN OF RE-ELECTED OFFICIALS**

Joe swore in John Murray and Kelly Doherty for their terms as port commission.

**IV. CONSENT AGENDA**

**A. June 14, 2023 Regular Commission Meeting Minutes**

**B. Resolution 2023-10 – Safety Policy Handbook**

Rick made the motion to approve the consent agenda items. John seconded the motion. The motion passed 4-0 with Kelly abstaining since she wasn't a commissioner when it was redone, although she has read it.

**V. LEGISLATIVE UPDATES**

- A. None Present.

## VI. OLD BUSINESS

- A. **CDA Update** – Lisa talked about the CDA ribbon cutting that morning. Discussion was had regarding the 7 million in funding for the roads. Lisa said she would continue to push for equal division of road funding. She will also continue to work towards the goal of obtaining the 640 acres unless the commission directs differently. John commented that he would rather we make a direct offer to buy it – a topic that can be addressed at future commission meetings.
- B. **Policy Update – New Executive Session Policy**  
Brandy stated it was recommended by our council to have an executive session policy. It is a result of the new HB 2560 law requiring remote options for public meetings. There was a discussion regarding the confidentiality of executive sessions via remote access and not being able to guarantee confidentiality. John said he would like to table this discussion for another month. Kelly agreed.
- C. **SAGE Center Expansion *Lease***  
*(The inclusion of lease in the title was a misunderstanding.)* Lisa commented that we need to purchase land across the street from the SAGE Center for parking. It's already been approved; the paperwork needs to be completed.
- D. **Homeless Camping Ordinance**  
Brandy said that SDAO has informed us that this ordinance does not apply to Special Districts. Rick stated that any property within City limits would be covered by the City's ordinance. Lisa asked Tamra about the County ordinance, but she did not know the current status.
- E. **Other**  
Lisa commented that we had an hour and a half training from Special District that was attended by several commissioners and staff. Two more training courses are scheduled for this fall and Lisa recommends attending. (August 2 in Pendleton from 9-3 and September 13 in Boardman from 9-2)

## VII. NEW BUSINESS

- A. **New Leases - None**
- B. **Other**  
Joe asked John about the email sent to Lisa and Joe about an upcoming infrastructure conference and if it is worth attending. Lisa said it's a good conference that we've both attended and presented at in the past. It is worth attending. It is September 27-28 at OSU. One of the topics covered is broadband. Kelly expressed an interest in attending.

Brandy stated we received a letter from Mike Gorman, Morrow County Assessor, regarding a SIP agreement meeting. Eileen outlined the purpose of the meeting. A Port representative has attended these meetings in the past. The meeting is July 19 at 2 PM in Irrigon. Kelly volunteered to attend. Rick may be able to go but needs to check his schedule.

## **VIII. STAFF REPORTS**

### **A. Project Updates – Combined with the Maintenance Update**

### **B. Maintenance Update**

Mark talked about updates as Erika showed construction/project photos from around the Port.

Joe asked about the WIFIA loan and Lisa provided a status report.

### **C. Financial Update**

Eileen gave the financial update.

### **D. Usage Reports**

Commissioners reviewed the usage reports in the packet. John asked if water usage typically goes down this time of year. Eileen replied that LW was down for the month of June.

Marcine gave an update regarding usage at the Warehouses and answered questions.

### **E. Other**

Joe asked Torrie about the SAGE Center and Torrie responded that visitor numbers are good.

Anna shared updates for Workforce Development. They're developing a cohesive handbook for high school internship students. Nuts, Bolts, and Thingamajigs Camp is in two weeks with around 30 students. A bus will transport students from the south county this year, funded through the extension office and juvenile department. NBT has been funded at the Tier 1 status this year because the program here has been so successful. She has been asked to serve as a representative on the Workforce Development board being organized by the Governor's office.

## **IX. OTHER REPORTS**

### **A. Willow Creek Valley Economic Development Group / Heppner Chamber**

Kim introduced the new chamber director, Madison, and then gave a WCVEDG update.

**B. Boardman Chamber Update / BCDA**

Torrie referred to the information included in the packet, talked about Chamber membership numbers, which are up, and talked about recent and upcoming events.

BCDA has paid \$125,000 in homebuyer's incentive grants so far this year. People are moving in from out of the area. The sidewalk project on Columbia Ave. has been completed. There will also be a new lighting project at the RHS football field. The existing lights are more than 30 years old and out of code.

**C. ICABO** – Mark said plans for Ione's sewer update are 100% complete. It's funded through USDA. They've been working on it for 2 years but are going to be able to move forward. The upgrade will open many new lots for housing development and other community projects.

**D. City Updates** – none present

**E. County Updates** – none present

**F. Other** - There were no other updates.

**X. FOR THE GOOD OF THE ORDER**

None

**XI. UPCOMING EVENTS:**

Torrie and Anna mentioned the employee appreciation luncheon will be next Wednesday (July 19) at the SAGE Center. Marcine said there will be a lunch at the Warehouse next month. These lunches are for employees only.

<b>July 26</b>	<b>11 AM</b>	<b>Utility System Planning Workshop</b>
<b>Aug 9</b>	<b>1:30 PM</b>	<b>POM Regular Commission Meeting</b>

**XII. EXECUTIVE SESSION**

There was no executive session. Joe adjourned the meeting at 2:55 PM.

Submitted by:

  
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Joe Taylor, Commission President

  
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Lisa Mittelsdorf, Executive Director

**PORT OF MORROW**  
**Regular Commission Meeting**  
**July 12, 2023**

**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>Marcine Brangher</i>	<i>Pom</i>	<i>541-571-6528</i>	
<i>Jeff Montgomery</i>	<i>Pom</i>	<i>541-371-4977</i>	
<i>Anna Brown</i>	<i>POM</i>		
<i>Tomey</i>	<i>Pom/PAE</i>		
<i>Talke</i>	<i>MC</i>		