

Regular Commission Meeting
August 12, 2020 – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Marv called the meeting to order at 1:32 p.m.

Commissioners Present: Marv Padberg, Joe Taylor and John Murray

Commissioners via Video Conference: Rick Stokoe and Jerry Healy

Staff Present: Ryan Neal, Eileen Hendricks, Mark Patton and Brandy Warburton

Staff via Video Conference: Lisa Mittelsdorf, Tim Patton, Marcine Brangham, Kalie Davis, Erika Lasater, Miff Devin, Pat Tolar and Morgan Orem

Guests via Video Conference: Sheryll Bates, Kirby Garret, Ryan DeGrofft, Wendy Neal, Kim Cutsforth, Torrie Griggs, Karen Pettigrew, Heppner Gazette

II. APPROVAL OF MINUTES –June 10th Regular Commission Meeting Minutes, June 16th Special Commission Meeting Minutes, June 24th Special Commission Meeting Minutes and June 29th Special Commission Meeting Minutes

Joe moved to approve the June 10th Regular Commission Meeting Minutes, June 16th Special Commission Meeting Minutes, June 24th Special Commission Meeting Minutes and June 29th Special Commission Meeting Minutes. John 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 reported that mass excavation should be completed by the end of the following week. The design is complete for the B.U.I.L.D. project and he's hoping by the end of September to get the bid packets out for the bridge beams. We still need preliminary approval from Union Pacific. December 15th is the estimated completion date.

B. Early Learning Expansion

Mark reported that the framing is complete, and the inspections will start the following week. Ryan reported that as of Monday night, Greg Smith helped secure a different grant funding source, and we will get our grant of \$1.43 million as we originally thought.

C. New South Lift Station

Mark reported that the manhole was delivered last week, and it will be installed when we get a crew available which will probably be this winter.

D. Heppner Update

Mark reported that we are about half-way through the process with Anderson Perry. He showed a map of the flood plan to the group. It would cost \$1,097,000 to move 160,000 cubic yards of material in the flood corridor for 37 acres of land. It would probably be an outside contractor project instead of using our crews as well. Kim Cutsforth reported that the next steps in the project would be for FEMA to review our process. The group agreed to continue the process with FEMA to try and get it approved and then decide on a plan after that.

E. Mader/Rust Reuse Expansion

Tim reported that we are currently installing the electrical in the booster building and then we'll start programming it. Clint is finishing the manifolds by next week and Jim has 2800 feet of pipe left to bury still. Estimated completion would be the end of the month.

Miff reported that DEQ is behind schedule because of COVID and will not make a September 1st deadline. He is still going back and forth with them on the system capacity report.

F. Legislative Updates

Kirby Garrett reported on recent legislative issues including a new economic stimulus relief bill that Congress is working on and the recent Executive Orders that President Trump signed. The Water Resources Development Act (WRDA) provides authorization for various Army Corps projects and is supposed to pass by September 2020 but may not be done until the end of the year. The federal agency that has been reviewing operations on the Columbia River Dam for years now has released its environmental analysis report and it rejected any breaching of the dam. And lastly, Senator Merkley worked with his colleagues to introduce legislature called the Small Ports Climate Act which would create new grant programs and increase funds for existing grant programs that provide money for ports to acquire low or no emission transportation equipment for handling cargo.

Ryan asked Lisa and Kirby if they have had any updates on the project to the west of us. Neither had any updates but both will reach out to their contacts and see what they can find out.

G. Other

No other old business was discussed at the time.

IV. NEW BUSINESS

A. CID – First Amendment to IGA and Lease

Ryan reported that we had to go back and borrow more money for CID to finish the project. This is just an amendment to the original IGA, and he recommends approval.

John moved to approve the First Amendment to the IGA between CID and Port of Morrow as presented. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

John moved to approve the First Amendment to the lease between CID and Port of Morrow as presented. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

B. Other

No other new business was discussed at the time.

V. STAFF REPORTS

A. Golf Course Update

Pat Tolar reported that all the water valves have been automated now at the course with 29 new valves and 44 clocks installed. They have been busy cleaning all the shops and the clubhouse. Clubhouse is being staffed by SAGE Center employees while it's closed. They will be hosting the annual Westwinds tournament at the end of the month. Ryan suggested a tour to the Commissioners soon to view the upgrades and clean up.

B. SAGE Center Update

The SAGE Center is still closed to the public so most of the staff have been helping out at the golf course. Andrea has been working on the playground expansion and Raeanne has been working on science videos for the SAGE Saturday that will be shared on our Facebook page.

C. Warehousing Update

Marcine reported on the warehouse numbers from the month of July. They finished their cycle counts for Lamb Weston and are waiting for results. They have also completed all customer rate increases. Ryan asked about the staffing issues during COVID and Marcine reported that they only time they had an issue was this last week where they had to ask a customer to not bring any more product due to a shortage.

D. Workforce Training Update

Kalie showed pictures and reported on the NBT camp which was a success despite the COVID difficulties this year. Columbia Works Internship program held their Professional Development classes both virtually and some attended in-person. She has had some outreach to more businesses to participate next year. She has also revamped the Workforce Training Portal to more streamline all the available programs in the area and she is still working on the forklift simulator project.

Morgan Orem reported on the projects that she's been working on this summer as the Workforce Training Intern including helping Erika with the Key Ingredient

videos and the high school career day that will be completely virtual this year and has been expanded to include all Morrow County high schools.

E. Maintenance Shop Update

Erika showed pictures of the projects to the group as Tim explained the progress of each including Mader Rust project, Early Leaning expansion, East Beach Rail, landscaping updates at SAGE Center and Barenbrug and they will be starting a greenhouse for the high school this fall.

F. Communications Update

Erika reported on her recent activities which included taking pictures of various projects and the various project updates for SAGE Center. She gave the Commissioners a couple of flyers that she worked on for the Port. One is a general information flyer about the Port and the other is specific to Workforce Training. She shared a couple of paintings that she has done from a couple different sites in the county and the Marker 40 Golf Course website that she designed.

G. Usage Reports

Staff reports on water and rail usage were reviewed and discussed. Water usage is down a little bit due to plant shut-downs and slow-downs due to COVID. Ryan reported that he is continuing to work with U.P. on a third-party switching agreement.

G. Other

Ryan reported that he has started doing quarterly calls with our business partners to just check in with them and talk about their business needs.

VI. OTHER REPORTS

A. Willow Creek Valley Economic Development Group

Kim Cutsforth reported that the duplex in Heppner is completely done and it's rented and has a waiting list. The Community Enhancement grant is still on-going and has funded \$91,790 so far. The Business Incentive program has approved \$181,650 so far. The Business Enhancement program has approved \$34,614 so far. The Community Enhancement program has approved \$299,489 so far. They recently purchased a lot in Ione to build a duplex on.

B. Boardman Chamber Update

Torrie Griggs reported on the Chamber's activities which have included helping the Boardman Rural Fire Protection District with Facebook live events for their bond issue that will be on the November ballot and working on a video project with the community members showing how we are all in this together during COVID.

BCDA – They assisted the City of Boardman on applying for a State of Oregon Broadband Grant through Business Oregon and they are still waiting for the approval. They have a pilot program going on now for the broadband project.

BCDA applied for a CARES Act grant for \$25,000 for small local businesses and they are working on a video project that will highlight Boardman with the promotion being “Live where you work.”

The housing grants program has awarded \$80,000 so far this year and the business grants program has awarded \$153,000.

C. Other

Karen Pettigrew reported that the city did a resolution for CREZ III to designate the city limits and they are doing a chip seal project on Columbia Ave.

Joe asked Torrie about the County fair auction which will be online this year. The link is on the Chamber’s website.

Lisa reported that the Strategic Planning session will be September 9th at noon. The staff is looking through the documents now and providing feedback.

Ryan reported that the PNWA is virtual this year on 10/6-10/8. He would like to set up a room downstairs with the owl so that the Commissioners can attend.

Upcoming events –

9/9	12:00pm	Strategic Planning
9/9	1:30pm	Regular Commission Meeting

The meeting was recessed at 3:05 pm. Executive session under **ORS 192.660**, started at approximately 3:12 pm. There being no further business, the Regular Commission meeting adjourned at 4:33 pm.

Submitted by:



Ryan Neal, Executive Director



Rick Stokoe, Commission President

