

**Regular Commission Meeting  
September 9, 2020 – 1:30 pm  
2 Marine Drive, Boardman, Oregon 97818**

**I. CALL TO ORDER AND INTRODUCTIONS**

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

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

**Not Present:** John Murray

**Staff Present:** Ryan Neal, Mark Patton, Lisa Mittelsdorf, Eileen Hendricks, Jacob Cain and Brandy Warburton

**Visitors Present:** Karen Pettigrew and Jadon Herron from Anderson Perry

**Staff via Video Conference:** Kalie Davis, Erika Lasater, Tim Patton, Pat Tolar, Miff Devin, Scott Neal

**Guests via Video Conference:** Gregg Zody, Greg Smith, Aaron Palmquist, Torrie Griggs, Andrew Sykes, Kirby Garrett, Kim Cutsforth, Patrick Collins, Melissa Lindsay and Leslie Pierson

**II. APPROVAL OF MINUTES –August 12<sup>th</sup> Regular Commission Meeting Minutes**

Marv moved to approve the August 12<sup>th</sup> Regular Commission Meeting Minutes. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

**III. OLD BUSINESS**

**A. Legislative Updates**

State Representative Greg Smith reported that Oregon is in a state of crisis between the wildfires and the coronavirus pandemic and will be facing extraordinary economic challenges in the coming months. The prediction is that the state will be facing a 20-25% reduction in general fund resources. Legislature will be returning in January and they will be focusing on the budget.

Kirby Garrett from CFM Advocates reported that negotiations are still ongoing with a new round of coronavirus relief packages in Washington DC and the hope is that an agreement can be made by September 30<sup>th</sup>, which is when government funding expires. Recently, he's been working with Ryan, Lisa and Mark on updating the Port's project priority list.

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

Mark reported that mass excavation is complete, and contractors are on-site now. Estimated completion date for the project is mid-December.

Jacob reported that he's still working on the B.U.I.L.D. grant, COVID has made it difficult. He will be submitting a 30% concept plan within the next week and all the layout designs for the rail are done.

**C. Early Learning Expansion**

Mark reported that the estimated completion date for the project will be November. Contractors are there now doing some finishing work. Ryan suggested a tour of the facility at the next meeting.

**D. New South Lift Station**

Mark said there is nothing new to report on the project since we have no crews available right now to work on it.

**E. Heppner Update**

Ryan requested that a representative from Anderson Perry come to the meeting to update the group because he felt like there was some confusion at last month's meeting. Jadon Herron shared updated maps and explained them to the group and then answered all questions about the site from the group.

Miff reported no changes on the wells at the site.

Jacob reported that the partitions are moving along well and there will be a planning commission meeting coming up in a couple weeks. Jerry asked Jacob to look into another option for him on the property.

**F. Mader/Rust Reuse Expansion**

Tim reported that the project is almost completed. They flushed the lines last week and the pumps at the boosters are all wired in. One manifold building is complete, and another will be started soon.

Miff reported that DEQ has given temporary approval to operate until October 31<sup>st</sup> with a few restrictions.

**G. Other**

No other old business was discussed at the time.

**IV. NEW BUSINESS**

**A. Joint Meeting Minutes of Enterprise Zone III Taxing Districts**

Ryan reported that this approval of minutes would allow us to take the next step in the process of creating a new enterprise zone. He will have a draft IGA done this week to present to the Commission for their review and comments and then it will be presented to the County.

Karen pointed out a correction to the joint meeting minutes, that she is not the representative for the Cemetery District but Lisa Mittelsdorf is. Melissa Lindsay will make that correction to the minutes and send them back out.

Jerry moved to approve the Joint Meeting Minutes of Enterprise Zone III Taxing Districts with the above noted correction. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

**B. Property Sale of 20 Acres**

Ryan presented a map to the group of a proposed property sale of 20 acres to a new client that will be building on that site and bringing 100 new jobs to the area. The sale would be \$30,000 per acre for the site.

Joe moved to approve Ryan to negotiate and sign all the necessary documents of the proposed property sale of 20 acres at \$30,000 per acre. Jerry seconded the motion. No further discussion was had, and the motion passed unanimously.

**C. Property Sale of 12 Acres**

Ryan presented a map to the group of a proposed property sale of 12 acres with an additional 8 acres lease with an option to purchase at \$30,000 per acre to a new client.

Joe declared a conflict of interest on the matter and abstained from voting.

Jerry moved to approve Ryan to negotiate and sign all necessary documents on the sale of 12 acres with an additional 8 acres lease with an option to purchase at \$30,000 per acre. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

**D. Other**

Ryan reported that we are getting ready to start development of an extension on Gar Swanson and add services to the next data center site in the next couple of months.

Mark reported that we are also getting ready to start development on a well at the airport property soon.

Ryan reported that with the help of Kalie, they will be having quarterly calls with area industry partners to discuss management and HR issues to help improve communications with our partners.

**V. STAFF REPORTS**

**A. 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 is out today so Ryan updated the group on the SAGE Center's activities which included the gallery wall featuring the

commissioners that is in production and should be completed by the time the SAGE Center opens up again and Amazon's display is close to being submitted for design. Raeanne gave her notice as Education Coordinator and will be taking a new job in Heppner. We will leave the position open for the time being until the SAGE Center has a reopening plan.

**B. Warehousing Update**

Marcine was out so Scott reported on the warehouse numbers from the month of August. They are currently at 70% capacity at the freezer and 98% at the cooler capacity with the cheese.

**C. Workforce Training Update**

Kalie reported on her recent activities which included a drive thru job fair at SAGE Center for Lamb Weston and an upcoming drive thru job fair at the employment office in Hermiston. She recently sent a letter on behalf of our industry partners to the Regional Solutions Board and Eastern Oregon Workforce Board for them to advocate on our behalf as the state looks at additional unemployment benefits. She will be in Virginia next week to tour the ThinkBig space that they have, and she is still working on the forklift simulator for our area.

**D. Maintenance Shop Update**

Erika showed pictures and drone videos of the projects to the group as Tim explained the progress of each including Mader Rust project, Early Leaning expansion, East Beach Rail and Marker 40 Golf Club. They also showed pictures of some recent wind damage to one of our buildings on Columbia Ave. The General Landscape position in Heppner is posted and we have started receiving applications.

**E. Communications Update**

Erika reported on her recent activities which included taking pictures of various projects around the Port including many of the progress on the Marker 40 Golf Club. She's also been working on several press releases and video projects.

**F. Golf Course Update**

Pat reported on the clean-up and updates that are still going on at the golf course. They are prepping for a night golf event on October 3<sup>rd</sup>.

**G. Usage Reports**

Staff reports on water and rail usage were reviewed and discussed. Water is starting to increase after a couple of slow months.

Marv asked about the rail issues and if the warehouse was still experiencing delays. Ryan said that they are still having issues and he is continuing to work with UP and a third-party for a switching agreement for consistent service.

**G. Other**

Eileen reported that she was contacted by BPA yesterday regarding POM #4 financing, which was a short-term finance bond, and will mature in February 2021 so they would like to market it and close in December of this year.

Eileen also explained the draft version of the audit financials that she presented for the commissioners.

Lisa reported that the Commission had previously approved Resolution 2020-17 on June 24<sup>th</sup> and it contained a paragraph that referenced the Special Districts meeting was advertised and had taken place, so she would like for Resolution 2020-17 to be reaffirmed by the Commission.

Jerry moved to re-approve Resolution 2020-17, Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

**VI. OTHER REPORTS**

**A. Willow Creek Valley Economic Development Group**

Kim Cutsforth reported that they are starting a duplex project exactly like the duplexes in Heppner that they recently completed and they have hired an engineer and surveyor to do a topography study on the 20 plus acres that they purchased above the hospital in Heppner.

Housing Rehab program has approved \$300,000 and spent \$220,000 so far.

Business Incentive program has approved \$218,000 that includes a food truck.

Business Enhancement program has approved \$35,000.

Community Enhancement program has funded \$91,790 so far.

**B. Boardman Chamber Update**

Torrie Griggs reported on the Chamber's activities which have included holding Facebook live events for the fire bond issue and Morrow County candidate forums. They will also be doing a tribute to Art Kegler who recently passed away.

BCDA – They assisted the City of Boardman on applying for a State of Oregon Broadband Grant through Business Oregon and they have been approved for that grant. The disc golf course is almost complete and should be open soon to the public.

The housing grants program has awarded \$170,000 so far this year and the business grants program has awarded \$200,000.

**C. Other**

Karen Pettigrew reminded everyone about the virtual open house tonight for the IAMP. The city council meeting will be tomorrow night and the dock that was sinking at the marina has been repaired. The Rec Center fitness center is open at this time, but nothing else is open due to COVID-19.

A group discussion was had on the IAMP and the proposed roundabout.

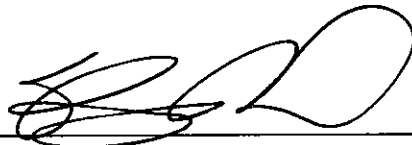
Aaron Palmquist from the City of Irrigon wanted to point out that the Port staff has been doing a great job on partnering with the city on projects. City Hall in Irrigon is open for business with modifications.

Upcoming events –

9/9	6-8 pm	Virtual Open House for IAMP
10/6-8	1-3 pm	PNWA Annual Convention - Virtual
10/14	1:30pm	Regular Commission Meeting

The meeting was recessed at 3:10 pm. Executive session under **ORS 192.660**, started at approximately 3:19 pm. There being no further business, the Regular Commission meeting adjourned at 4:04 pm.

Submitted by:



Ryan Neal, Executive Director



Rick Stokoe, Commission President

# PORT OF MORROW

## Regular Commission Meeting

### September 9, 2020

### SIGN-IN SHEET

NAME <b>PLEASE PRINT</b>	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
<i>Karen Pettigrew</i>	<i>City</i>		
<i>Jaden Herron</i>	<i>Anderson Perry</i>	<i>541-963-8309</i>	<i>jherron@andersonperry.com</i>