
Regular Commission Meeting Minutes
November 8, 2023 – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

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

Commissioners Present: Rick Stokoe, Joe Taylor, John Murray, Kelly Doherty, and Joel Peterson

Staff Present: Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Jacob Cain, Jason Hendricks, Erika Lasater, and Brandy Warburton

Visitors Present: Brandon Hammond, Karen Pettigrew, Chelsea Hewitt (CPA)

By Zoom Meeting: (Staff) Tim Patton, Anna Browne, Marcine Brangham
(Guests) Veronica Ferguson, Theresa Rehak, David, Sam Tucker, Katie Imes Family, John Doherty, Ryann Gleason, Kirby Garrett, Morrow County Blog, Lisa Pratt, Dale Penn, Torrie Griggs, Tami Sinor, Aaron Palmquist, Patrick Maag

II. PUBLIC COMMENT PERIOD

III. CONSENT AGENDA

- A. October 6, 2023, Special Commission Meeting Minutes**
- B. October 11, 2023, Regular Commission Meeting Minutes**
- C. October 23, 2023, Special Commission Meeting Minutes**
- D. October 30, 2023, Special Commission Meeting Minutes**
- E. October 31, 2023, Special Commission Meeting Minutes**

Rick Stokoe made the motion to approve the consent agenda items. John Murray seconded the motion. No further discussion was had. The motion passed unanimously.

IV. LEGISLATIVE UPDATES

- A. Federal** – Kirby Garrett gave an update regarding federal legislative matters. A new house speaker, Mike Johnson, has been appointed. Funding for the U.S. government and funding for Israel and Ukraine are the current hot and complicated topics being debated. This all

affects the funding requests within Morrow County that have been submitted. The commission thanked Kirby for his work.

- B. State** – Ryann Gleason gave a short update for the state government. The signed agreement with DEQ has been a topic of interest among legislators. We've been working on education regarding the agreement and building relationships, including tours of the Port and the wastewater projects. The 2024 session will begin in February 5 for 35 days. The economic revenue forecast will be released next week.

**Out of respect for Chelsea's time, the Audit Report was moved up in the agenda before the old business was discussed. Minutes for this item are still under New Business below.*

V. OLD BUSINESS

- A. CDA Update** – Lisa provided an update. At the last CDA meeting, she asked for the 640 acre property for \$1 million. The appraised value from 1998 was used. There has been no action on the 648 acres. Discussion was had on the next steps for us to take to acquire the property and it was decided to continue moving forward. IRZ is doing the master planning, which is being pushed quickly because a master plan is required by Umatilla County Planning. The section will likely be parceled out due to a short timeframe.

Lisa noted there is additional discussion that will take place in executive session.

- B. WIFIA Application Update** – Mark said we are working through the financial portion of the process. The application is close. The S&P rating could take longer, which we didn't know we needed until a month ago.
- C. Flood Plain Mitigation** – Mark stated he received the documents from Sam back. He is hoping to have the process completed in a couple of weeks.
- D. Road Dedication/Naming** – Lisa said at the front of the packet is a list of past and present commissioners and there are three, possibly four, roads to name. Discussion was had on possible names for the new roads. Jacob said he couldn't find any official documentation that Boardman Airport Lane was legally named.

John made the motion to approve the four new airport road names: Boeing, Dallas, Krebs, and Bristow and include Boardman Airport Lane. Joel Peterson seconded the motion. No further discussion was had. The motion passed unanimously.

- E. DEQ Update** – The check for 20% of the fine has been sent to DEQ. Lisa said the first payment to OHA is due by the end of the year.
- F. Executive Session Policy** – The new policy is included in the packet, which is the same as what was included previously. Joe suggested forming a committee to discuss the policy

and investigate what options might be. Sam Tucker added his thoughts regarding what he sees as two issues that should be addressed and resolved: what is policy and what is legal.

G. Other

Lisa said there is a recommendation by Sam to approve a resolution regarding meeting notices, which makes a change to the bylaws. She read the recommended changes regarding the notice for meetings, which includes publishing notices and agendas on our website. The commission agreed that the change is needed. A special meeting will be scheduled for 4:30 PM tomorrow afternoon, November 9, 2023, to approve the resolution, which isn't available today.

VI. NEW BUSINESS

- A. *Audit Report** – Chelsea gave an overview of the audit report, highlighting several areas in the document. She thanked the audit committee, Kelly and Joe, for their work. She explained that both a State of Oregon and a federal audit are required based on spending. Joe said that he and Kelly had some questions and Jason had made changes. Jason explained what the changes were.

Rick Stokoe made the motion to approve the audit report with changes from the audit committee. Kelly Doherty seconded the motion. No further discussion was had. The motion passed unanimously.

The commission thanked Chelsea for her time.

- B. Golf Course** – John asked for this discussion item to be added. He is concerned that it doesn't fit into our mission. He feels that it's time for others to step in and run the golf course. He asked other commissioners to share their thoughts. Much discussion was had on the past, present and future of the golf course. Rick said that a financial assessment of the golf course would be in order and get a proper business plan in place. He reminded the commission that the \$2.5 was expended a long time ago and the purpose for purchasing it was to prevent it from being developed into something other than a golf course. Joe asked Lisa to research the commissioner's questions.
- C. Sensitive Document Policy** - Brandy said this was John's request from the last meeting. The only thing she could find was the policy included the packet which came from SDAO. John stated his question was related to the need to get secure materials if a commissioner couldn't be present at a meeting or wanted more time to review sensitive documents before a meeting. Discussion was had on options moving forward and no decisions were made.
- D. Families First OBI Award** – Patrick Maag talked about the award received by Families First Childcare Center. The commission watched the award presentation video. Lisa added a comment regarding funding, the building and expansion, and how Families First was willing to step up and operate the facility.

E. Other

No other new business was discussed at the time.

VII. STAFF REPORTS

A. Project Updates – Jacob talked about the BUILD Grant progress. The intersection is paved, but the rest of the road will not be paved until next spring. The road to Marker 40 Beach will remain closed through the winter until we can get it paved next spring. All the rail will be complete in early January. The switches are being constructed from the UP Mainline. All utility improvements have been completed.

B. Maintenance Update – Erika showed a video of the RHS Job Shadow Day and photos of projects while Mark and Jacob provided a summary of the projects.

C. Financial Update – Jason gave the financial update.

D. Usage Reports – The commission reviewed the usage reports in the packet.

E. Other

No other staff reports were discussed at the time.

VIII. OTHER REPORTS

A. Willow Creek Valley Economic Development Group / Heppner Chamber – John Doherty from the City of Heppner tried to give an update but had an issue with the audio.

B. Boardman Chamber Update / BCDA – Torrie gave a brief update from the road and referred the commission to the information in the packet.

C. ICABO – None present

D. City Updates – Katie Imes gave an update for the Town of Lexington. Veronica talked about grant funding projects.

Brandon Hammond highlighted a few items in his report that is included in the packet.

Mark gave an update for the City of Ione regarding their project.

Aaron Palmquist said there's lots happening in Irrigon, including new sidewalks being installed along the highway through town. He is looking forward to collaborating with the Port on the incubator building.

E. County Updates – None Present

- F. Other** – Erika mentioned scheduling a time to get updated photos of the commission. Joe said he would work with Erika to schedule a time.

Lisa said she has received a request from Boardman Foods for dinner sometime in January.

IX. FOR THE GOOD OF THE ORDER

- X. SAGE Center Tour** – *The tour took place after the executive session.*

XI. UPCOMING EVENTS:

Dec. 1st 5-8pm POM Employee Holiday Party
Dec. 8th 5-8pm POM Employee Holiday Party
Dec. 13th 1:30pm POM Regular Commission Meeting – There was a request from Lisa to move the December meeting to one week earlier to December 6 and it was agreed by the commission.

XII. EXECUTIVE SESSION

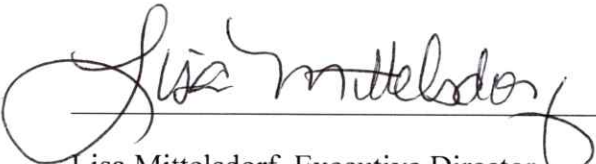
Joe read the following statement: The Port will hold an executive session meeting for the permissible reason(s) stated below under ORS 192.660(2). Representatives of the news media and designated staff and other persons shall be allowed to attend the executive session. All other members of the audience will be asked to leave the room. The public virtual Zoom Meeting link will be closed during the executive session as permissible executive session meetings are not subject to HB2560. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision will be made in this executive session. At the end of the executive session, we will adjourn the meeting.

- A. For the Purpose of Consideration of Deliberations with the Port’s Executive Director and Other Staff Members Who Have Been Designated by the Port to Negotiate Transactions Related to the Sale or Lease of Real Property – ORS 192.660 (2)(e)**
- B. For the Purpose of Consultation with Counsel Concerning the Legal Rights and Duties of a Public Body with Regard to Current Litigation or Litigation Likely to be Filed – ORS 192.660 (2)(h)**

Submitted by:



Joe Taylor, Commission President



Lisa Mittelsdorf, Executive Director

