
Regular Commission Meeting Minutes
September 13, 2023 – 2:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Joe Taylor called the meeting to order at 2:30 p.m.

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

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

Visitors Present: Torrie Griggs, Karen Pettigrew, Joel Peterson, Heather Baumgartner, Debbie Radie, Travis Snell

By Zoom Meeting: (Staff) Marcine Brangham, Tim Patton
(Guests) Greg Smith, Dawson Quinton, Sandy Toms (iphone), Marie Linell, Mike Rogoway, Raymond Akers, Ryann Gleason, Tami Sinor, Tamra Mabbott, Ty, phone 541-571-3155, Emily Collins, Brenda P.

II. PUBLIC COMMENT PERIOD - None

III. CONSENT AGENDA

Kelly requested the Executive Session Policy Update be removed from the agenda since there was nothing new since the last meeting.

Joe mentioned there was a new resolution, 2023-12, included under new business and asked if anyone had issues with including it. There was none.

A. August 9, 2023, Regular Commission Meeting Minutes

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

IV. LEGISLATIVE UPDATES

- A. Federal** – Ryann Gleason, CFM Advocates, presented the update. Legislative days are scheduled for September 27-29 but no agendas have been posted online yet. She expects conversations about reforms to measures 110 and housing production. The September revenue forecast was released in August, and it is positive news. Resources are up for the biennium. CFM has been working on arranging a legislative tour for Rep. Ken Helm at the Port of Morrow. Filing for 2024 positions open tomorrow and candidates have until March

4 to file.

John commented that he was able to attend Rep. Bentz's meeting in Heppner.

V. OLD BUSINESS

- A. Port Commission Vacancy Update** – Joe read the names of the interested applicants. David Boor, Joel Peterson, Debbie Radie, David Richards, Jerry Rietmann, Ana Maria Rodriguez, Brian Thompson and Raymond Akers. Joe thanked everyone who submitted their name for consideration.

Each commissioner stated their top three candidates.

Joe – Debbie Radie, Jerry Rietmann, David Boor

Rick – Debbie Radie, Jerry Rietmann, David Boor

Kelly – Brian Thompson, Raymond Akers, Ana Maria Rodriguez

John – read the following prepared statement, *“I'm going to read this brief statement just to explain why I'm voting, suggesting what I am. Thank you for expressing interest in serving with the Port of Morrow's Commission. Public service is challenging these days but so very important. My vote will be for the candidates that I feel most closely aligns with the will of the voters from the last two port commission elections. In those elections, electors voted against what I call “business as usual,” an example being conflicts of interest and for increased transparency and proactive representation particularly concerning wastewater treatment. I believe voters voted for commissioners free of conflict of interest and change of leadership towards more transparency and openness on the port commission and commissioners responsive to water issues affecting Morrow County residents. For these reasons, I support moving forward with the following three candidates: Joel Peterson, Raymond Akers, and Brian Thompson.*

There are five applicants with two votes each. Commissioners agreed to interview all five. Selected applicants are Debbie Radie, Jerry Rietmann, David Boor, Brian Thompson, and Raymond Akers. Joe thanked the others for applying. Interviews will take place Friday, October 6 beginning at 9 AM. A list of questions to ask each person will be developed and it will be advertised as a public meeting. Rick also thanked those who had applied.

- B. CDA Update** – Greg Smith provided an update. The real estate transfer with CTUIR is proceeding forward. The CDA is seeking a surveyor they can work with on a regular basis. Progress is being made on preservation of the Oregon Trail. IRZ consulting has been obtained as engineer of record and has been asked for an estimate of what it will take to complete the preservation. Greg's best guess is around \$1 million. At the next CDA meeting, invoices will be sent to each of the five members asking how they would like to proceed forward with that expense. Anderson Perry has been selected for the final road engineering work. 10% design will be brought forward to the Board. We have a long list of contacts regarding alternative energy development at the site. An RFI (request for

information) will be released regarding alternative energy development. Work is continuing with companies who have expressed an interest in property. These would provide adequate cash flow for the CDA to be self-sufficient. Without that funding or additional funding, a second invoice will be submitted to CDA partners dividing the \$940,000 for the US Army line of credit that is due in about six months. Emergency services is the most critical need currently. Memorandums of understanding are being written for emergency services. The Master Plan process is being discussed. Workshops will be held to facilitate this process.

Lisa brought up the commitment to repay the government. Every CDA meeting she reminds everyone about the Port's intent to purchase the 613 acres. She's also pushed for equal division of the \$7 million for road funding between Umatilla and Morrow County. Greg said they hope to break ground by the end of the year on the roads. There was additional discussion regarding the engineering and road process.

Greg stated an additional \$5 million has been allocated through UEC for utility development at the CDA. He's asked the engineer of record to begin putting together a plan of action on a water suppression system for fire and emergency purposes in both counties with the expectation that it can be accomplished for around \$2 million.

Lisa stated that her intent is for the Port to pay \$1 million for the property unless the commission directed her otherwise. Greg stated it's in the best interest of the region if the Port acquired and utilized that property. Lisa asked Greg to include the offer on the agenda for the next meeting.

~~C. Policy Update – Executive Session Policy~~ – *Was removed from the agenda during consent items. Brandy stated she reached out to the Port of Portland as requested. They do not have a policy nor are they aware of anyone else having a policy.*

D. WIFIA Application Update – The application was submitted in mid-July. We have received a request for additional information on the application. Eileen stated we're probably about three-quarters of the way through the financial questions.

E. Flood Plain Mitigation - Mark said we met with Eric Chick last week and we will be moving forward with an MOU so we can start working on the project. He thinks it may go out to bid in November.

F. Other

Lisa said just today we received notice of an award for a pass-through legislative directed grant for \$1.5 million for Heppner and \$1 million for Ione. We do this type of pass-through grants somewhat frequently.

VI. NEW BUSINESS

- A. CREZ III Follow-up** – Lisa said the CREZ III board made a LTREZ agreement with Lamb Weston. We are not required to have the Port sign a resolution, but we always have in the past. She recommends continuing to sign the resolutions acknowledging the Port's acceptance of the agreement. The \$230 million investment for LW West is a strong show of support for industry. The agreement includes bonding for future bonds at 100% tax rate. Rick made a motion to approve Resolution 2023-12 in the matter of approving an agreement between the Columbia River Enterprise Zone and Lamb Weston. John seconded the motion. The motion passed unanimously.

Lisa said there was a \$5 million payment from AWS. The CREZ board discussed how to divide the funds. Lisa asked the commission what they would like to recommend. John thought the small districts would appreciate the extra funding. Kelly agreed. Mark reported that the next AWS groundbreaking would be in January.

- B. Property Sales** – Mark said this property sale is for 7.9 acres east to PDX 170. The property is needed for wastewater evaporation ponds. We cannot take their water until 2025. Rick made the motion to approve the sale of partition plat 2021-12 and authorize Lisa to sign all necessary documents. John seconded. John asked if that included reimbursements to the port. Mark said yes. The motion passed unanimously.

- C. Record Keeping** – Lisa said this item is informational only. We keep a list of logs, leases, and contracts, on a shared file and it's available for the commission to review at any time.

D. Other

Kelly asked why the economic development director position has not been filled since Lisa was promoted. Lisa responded that we had other priority positions that needed to be filled first.

VII. STAFF REPORTS

- A. Project and Maintenance Updates** – Mark gave an update for BUILD, the SAGE Expansion, the digester, and the electrical installation for security cameras at the main office while Erika showed photos of those projects. After the photos, he talked about secondary treatment, which is at 90% design right now. We're hoping to have it out to bid by the first of the year. We're also working on the storage lagoons.
- B. Maintenance Update** – Included with the previous agenda item.
- C. Financial Update** – Eileen and Jason presented the financial update.
- D. Usage Reports** – The commissioners reviewed the reports in the packet.

- E. **Other** – Lisa gave an update for the Irrigon Pickleball courts. We agreed to donate labor and equipment only, which is our standard practice. Kelly asked about CREZ funds in Irrigon. Lisa confirmed they do assign and use their funds differently. CREZ funds are given directly to the City of Irrigon since they do not have an economic development group like Heppner or Boardman.

VIII. OTHER REPORTS

- A. **Willow Creek Valley Economic Development Group / Heppner Chamber** – Kim Cutsforth gave a brief update on the grants and talked about upcoming events.
 - B. **Boardman Chamber Update / BCDA** – Torrie highlighted 6 new members last month. The quarterly luncheon will be next week with Greg Smith providing an update. There will be an update regarding the broadband project. Tillamook is sponsoring the luncheon. She talked about events, upcoming and past and the homebuyers' grants.
 - C. **ICABO** – Mark provided an update regarding the septic system project in Ione. They're hoping to begin construction in a couple of months.
 - D. **City Updates** – Heather gave a report for the City of Boardman, including open positions, traffic controls at Boardman Ave and Main St., sidewalks, home construction phases, and safe routes to school, which is a grant from ODOT.
 - E. **County Updates** – Tamra gave a planning update for the county. She talked about the Heritage Trail project and highlighted water projects. They're working on a website for water information.
 - F. **Other** - None
- IX. **FOR THE GOOD OF THE ORDER** – Mark asked if the commission would like to see the secondary treatment design. They commission said yes, they would.

X. UPCOMING EVENTS:

September 20	5:30 PM	City/County/Port Meeting
October 11	1:30 PM	POM Regular Commission Meeting

XI. EXECUTIVE SESSION

Joe read the following:

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 in-person. 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.

A. 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)

The regular session was adjourned at 4:31.

Submitted by:



Joe Taylor, Commission President



Lisa Mittelsdorf, Executive Director

PORT OF MORROW
 Regular Commission Meeting
 September 13, 2023

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS <small>(If we don't have it)</small>
Koran Pottayev	Bardman		
Joel Peterson	Self	541-541-7496	
Toni Giviss	Chamber of Commerce		
Heather Baumgardner Amanda Browne	City of Grandman POM	541-922-7669	

Port of Morrow Commission
Public Comment Sign-in Sheet



If you are interested in addressing the Commission under the Public Comment portion of the Agenda, please sign-in below before the meeting starts. A copy of the Public Comment Policy is available to any member of the public who wishes to speak.

DATE: 9/13/23

FULL NAME:

PHONE:

TOPIC:

FULL NAME:	PHONE:	TOPIC: