

Regular Commission Meeting
January 12, 2022 – 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, Marv Padberg, Joe Taylor, Jerry Healy and John Murray

Staff Present: Lisa Mittelsdorf, Mark Patton, Kim Rill, Erika Lasater, Jason Hendricks, Brandy Warburton, Dawson Quinton, Jacob Cain, Eileen Hendricks, Miff Devin, John McAllister

By Zoom Meeting: Pat Tolar, Marcine Brangham, Kalie Davis

Visitors Present: Torrie Griggs, Dawson Quinton, Debbie Pedro

By Zoom Meeting: Karen Pettigrew, Morrow County, Tami Sinor, Tamra Mabbott, JoAnna Lamb, Kirby Garrett, Candy Chick, David Sykes, Aaron Moss, Sam Tucker

II. ELECTION OF PORT OF MORROW COMMISSION OFFICERS FOR 2022

A. Marv made the motion and Jerry seconded to appoint Rick Stokoe as president. Motion passed unanimously.

B. Joe made the motion to appoint Marv as vice president. John seconded. Motion passed unanimously.

C. John made the motion to appoint Joe as secretary-treasurer. Marv seconded. Motion passed unanimously.

III. CONSENT AGENDA

A. December 8th Regular Commission Meeting Minutes

B. December 21st Special Commission Meeting Minutes

C. Port of Morrow Guidelines for an Appointment to Commission Vacancy Policy

Joe moved to approve the consent agenda as presented. Jerry seconded the motion. No further discussion was had, and the motion passed unanimously.

IV. LEGISLATIVE UPDATES

A. State

Dawson Quinton shared that the Oregon legislature is meeting. There are 51 items for the Ways and Means committee to handle. The short session begins on February 1. This Friday is the deadline to submit any bills.

B. Federal

Kirby Garret shared a brief and broad update on where things stand in Washington DC and an update regarding the federal agenda that they've been putting together for 2022. Congress has resumed session and is focused on voting on election reform regarding the Senate filibuster rule along with a scaled down version of the build-back better bill from last year. They're also trying to finish the fiscal year 2022 appropriations – the government spending bill. The stop-gap measure expires in April. Finally, there's a lot of discussion over COVID relief funding.

Kirby shared our five main projects for the federal earmark agenda during 2022, which are: \$2.3 million for the wastewater digester, \$2.2 million for the exit 165 interchange improvements, \$885 thousand for workforce development program expansion, \$1.8 million for rail improvements to address aging rail infrastructure, and \$1 million for a business incubator in the Irrigon area.

Some of the other priorities on the agenda are: Heppner flood mitigation project, the transfer of leasing of the land next door for the recreation park, the transfer of the Umatilla Chemical Depot, and also support for the High Wide and Heavy Corridor and the Columbia-Snake River system.

He also noted that it's unclear what the Mission to Washington will look like this year. Currently the Capitol is closed to visitors.

V. OLD BUSINESS

A. Confirm ADS Transactions

Brandy stated that these were confirmed and approved at the December special meeting. It was asked to ratify them at this meeting.

Joe moved to ratify the motion approved on December 21 at the special meeting and that Ryan negotiate and sign all necessary documents on the property sale transaction between Amazon Data Services (ADS) and the Port of Morrow three airport properties. John seconded. Rick asked for further discussion. Jerry and Marv declared an actual conflict of interest. Motion passed with 3 votes yea and Jerry and Marv abstaining.

Rick noted there is a second motion to ratify. Joe moved to ratify the motion approved on December 21, 2021, at the special commission meeting for Ryan to negotiate and sign all necessary documents on the property sale transaction

between Amazon Data Services (ADS) and the Port of Morrow on the East Beach Industrial Park. John seconded and Rick called for discussion. Jerry and Marv declared potential conflicts of interests. Motion passed 3-0 with Jerry and Marv abstaining.

B. Other

No other old business was discussed at the time.

VI. NEW BUSINESS

A. Policy Update – Ethics and Conflicts of Interest Policy

Brandy explained that this is the same SDAO policy that's currently in use. No changes are recommended. A vote will be taken at the next meeting.

B. Policy Update – HRA VEBA

Eileen presented a few options regarding HRA VEBA payout upon employee termination. The group discussed the pros and cons of the options presented.

Jerry motioned to increase the HRA VEBA payout from 50% to 75%. Marv seconded. John asked whether that would change direct employer contributions. Eileen answered yes. Motion passed unanimously.

C. Resolution 2022-01 Budget Appropriation Transfer

Eileen explained the request to transfer funds is due to additional capital outlay that was required.

Joe moved to approve Resolution 2022-01 and transfer appropriations in the Enterprise Fund for the budget year 2021-2022 in the amount of \$500,000. John seconded. No further discussion. Motion passed unanimously.

D. SDIS Longevity Credit

Eileen explained that we are currently insured by SDIS and recommends that we stay with SDIS for insurance. The cost is substantially lower than other carriers. Additionally, they issue a credit if we sign a two-year agreement.

Rick asked if there was a motion to approve Eileen signing the SDIS Longevity Credit and Rate Lock Agreement for the 2022-2023 year. Marv moved. John seconded. No further discussion. Motion passed unanimously.

E. Property Sale – Cleaver Storage

Lisa noted that draft purchase and sale agreement documents have been sent to Cleaver Storage for property by Patterson Ferry. Jacob explained the partition request. Lisa explained that what we have is a purchase and sale agreement for 1.52 acres to Cleaver Storage, LLC. for \$7,600. She noted that they have a few questions about the document itself.

Jerry moved that Ryan negotiate the sale of the acreage and sign all necessary documents related to the sale. Joe seconded. No further discussion. Motion passed unanimously.

F. CREZ II Distribution of Funds

Brandy distributed documents with previous history of distributions by CREZ II. Lisa answered questions as the commissioners discussed this year's options and if they thought changes were needed to the "buckets" that determine how funds are distributed. The consensus of the commissioners is that they prefer the buckets as they are and wouldn't recommend changing them.

G. Appoint Budget Officer / Approve Budget Calendar / Approve Budget Committee Members

Eileen introduced the coming budget calendar and reported that three positions are open.

John moved to appoint Eileen as the Port of Morrow Budget Officer for the 2022-2023 budget year. Joe seconded. There was no discussion. Motion passed unanimously.

Eileen asked about the budget calendar and leaving the meeting on commission meeting day.

Joe moved to approve the Budget Calendar 2022-2023. Marv seconded. There was no further discussion. Motion passed unanimously.

John moved to approve Lisanne Currin and Andy Fletcher to the 2022-2023 budget committee. Jerry seconded. There was no further discussion and the motion passed unanimously.

Joe's appointment will be confirmed later.

H. Other

No other new business was discussed at the time.

VII. STAFF REPORTS

A. Grant Update

- B.U.I.L.D. – Mark said that it was a good meeting with MARAD and we went over the design changes. We are sending new documents for confirmation and approval.

B. Project Updates

- SAGE Center Addition – Mark gave a summary of the project to date. Construction documents should be complete in February. There are locates that need to be completed for utilities that may need to be moved. Everything is still pretty well on schedule.
- Digester – Mark reported that it's on hold for the winter. Contractors are scheduled to come back in March, weather permitting.
- Community Projects – Nothing new to report.

C. Financial Update

Eileen presented the financial update to the group.

D. SAGE Center Update

Torrie reported the visitor numbers for the SAGE Center, pointed out a comparison chart included in the board packet, and listed the upcoming events. She also talked about student tours.

E. Warehousing Update

Marcine reported the December warehouse numbers. The freezer is about 92% full; the cooler is about 99% full; and the dry storage is at 95% capacity. Audits were completed by Tillamook and Lamb Weston inspections passed with 100% and 99.5% respectively. The dry warehouse passed their good manufacturing practices audit on Monday and received 1000 out of 1000.

F. Workforce Training Update

Kalie reported that the department is officially moved to the Dan Creamer Administrative Building. A press release was sent out regarding the partnership with BMCC, and classes are beginning soon. 28 people are signed up for the three classes. The Port of Morrow specific recruiting trip to Perry Tech is February 2. We are helping with the EOU Employer Expo on April 6. Kalie presented an update for the Columbia Works Internship program and talked about outreach events. Starting in February, High School Internship positions will be confirmed and outreach for next year will begin soon. Last fall we submitted a request to AWS to help support some of the workforce programs, and they did approve that request. She also highlighted recent and upcoming youth outreach activities by Kim in local schools.

G. Maintenance Shop Update

- **New South Lift Station and Line to 41 Station**

- **Heppner Update / Heppner Flood Plain** – Mark gave an update. The GI Tech Report showed no basalt, so AP is now moving forward with design documents and technical specifications and cost estimates. Hopefully by this time next month, we should have information to share.
- **Well 1 Remodel** – Electrical updates are occurring. Process has been slow due to weather.
- **Dan Creamer Admin Building** – The remodel is getting close to completion.

H. Communications Update

Erika showed rendering updates for the SAGE Center expansion and photographs of port construction projects while Mark talked about them.

Engineering

Jacob introduced John McAllister to the group, who talked a little about his background.

I. Golf Course Update

Brandy noted that their audio is not working, but their report is in the packet.

J. New Leases

Lisa reported on the leases. We have been working on new leases, both long-term and short-term. There are a couple leases to Windwave that are located below their existing lease area that have been executed. We're also working on an expansion of property for a purchase option agreement for 7 acres. There's a temporary contractor located in the old mill building. We did a renewal for KLEAN Industries that takes their option through April 4, 2022.

K. Usage Reports

Usage reports are included in the packet. Rick asked if there was anything that was out of the usual, and Eileen responded no.

L. Other

Lisa reported that we have been working through language with the title company and attorneys and the ARMY Corps of Engineers and we should have something that everyone approves of soon. Sam Tucker was available on Zoom and confirmed that we are getting close.

VIII. OTHER REPORTS

A. Willow Creek Valley Economic Development Group / Heppner Chamber

JoAnna reported that the Ione duplexes will be sold and closing soon. Heppner duplexes are still up for sale. For the Chamber, she talked about upcoming events

and noted that the St Patrick's Day celebration will look different than it has in the past. The Chamber is having a raffle to raise funds for business seminars. She is opening retail space in the chamber office for new entrepreneurs. The first products will be arriving in the office this week.

B. Boardman Chamber Update / BCDA

The Chamber is switching to quarterly luncheons. The first one is March 16. The other monthly luncheons will be available via Zoom. Torrie mentioned the upcoming paint night and that nominations for the annual distinguished citizen awards are open. The banquet is March 12. Many Chamber members are hiring. The Frostbite Golf Tournament has been moved to April 2.

BCDA is waiting to hear from CREZ II before beginning the new year funding cycles. Broadband and new retail space will be big projects.

C. City Updates

Karen reported two things for City of Boardman. Rick Stokoe will be the new Assistant City Manager. The bids were opened on the rainy collector yesterday.

D. County Updates

No one was available to give an update for the county.

E. Other

IX. FOR THE GOOD OF THE ORDER

Rick asked the commissioners if the executive session and for the good of the order can be changed in the agenda order. It was agreed to swap the items.

The meeting was recessed at for a short break before beginning the executive session.

X. UPCOMING EVENTS:

February 9 th - 2:30pm	POM Regular Commission Meeting
February 10-13 th	SDAO Annual Conference Virtual
March 13-17 th	PNWA – Mission to Washington D.C.

XI. EXECUTIVE SESSION

- 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)

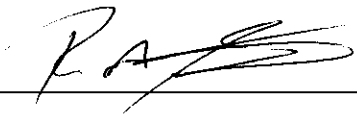
The Regular Commission Meeting was reconvened at 4:07 PM.

Marv noted that the Port of Morrow has spent many years working with DEQ to be good stewards of the land and that we would work with them to resolve recent issues.

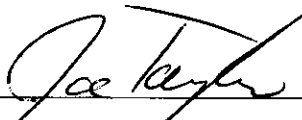
There were no other comments for the good of the order.

Rick thanked everyone for their attendance and adjourned the meeting at 4:09 PM.

Submitted by:



Rick Stokoe, Commission President



Joe Taylor, Commission ~~Vice President~~

Secretary