
**Regular Commission Meeting
October 11, 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, Eileen Hendricks, Mark Patton, Miff Devin, Stephanie Leon, and Brandy Warburton

Visitors Present: N/A

By Zoom Meeting: (Staff) Tim Patton and Marcine Brangham,
(Guests) Kirby Garret

Brandy introduced Stephanie Leon as the new Workforce Training Coordinator, and she shared a little about herself with the group.

II. CONSENT AGENDA

A. September 14, 2022 Regular Commission Meeting Minutes

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

III. LEGISLATIVE UPDATES

A. Federal - Kirby gave a brief update regarding the federal legislative updates. He reported that we will be pursuing the EPA WIFIA Loan Program for wastewater updates and working with Senator Merkley's office to get the process started. He announced that Tidewater received grant funding that will be used in part for a new crawler crane at Boardman's Tidewater Terminal.

IV. OLD BUSINESS

A. Bylaws Subcommittee Update – Jerry had several comments/questions to which Eileen provided answers. Brandy will incorporate those suggestions and send a draft of the updated bylaws to all commissioners for review before sending to Sam for legal review.

B. Resolution 2022-10 – Legislative Advocacy Policy – Joe made the motion to approve Resolution 2022-10, the Legislative Advocacy Policy. Jerry seconded. There was no further discussion. The motion passed unanimously.

C. Other

Rick made a request for CDA updates to be added as a reoccurring item under Old Business. Lisa and Joe provided an update regarding the CDA process.

V. NEW BUSINESS

A. New leases – Lisa gave an update on leases. There is a 6-acre lease with UEC in exchange for improvements at the corner of Internet Parkway and Gar Swanson. Hanley Energy will be leasing the old sawmill site.

B. Policy Update – Employee Credit Card Use Policy – Eileen commented that she isn't sure this is the most recent policy and explained why. There was a discussion regarding the wording when traveling through an airline and some follow up will need to be done.

D. Resolution 2022-11 – Emergency Declaration Professional Services Contract – Mark explained the resolution is requested due to the compliance schedule requirements with DEQ. Marv made the motion to approve Resolution 2022-11, the Emergency Declaration Professional Services Contract. Jerry seconded. There was no further discussion. The motion passed unanimously.

E. Resolution 2022-12 – Authorizing Finance Agreement – Eileen provided a summary of the resolution. Jerry made the motion to approve Resolution 2022-12, Authorizing Finance Agreement. John seconded. There was no further discussion. The motion passed unanimously.

F. Other

Lisa reported that Columbia River Machinery is moving forward.

VI. STAFF REPORTS

A. Project Updates

- **B.U.I.L.D.** – Mark announced that we have UP approval. Bid documents are in process and we hope to have it out to bid by October 14th. Lisa noted we had a site visit by MARAD, who were given a tour.

B. Maintenance Update – Tim gave an overview of the projects while Brandy showed photos of projects.

C. Financial Update – Eileen presented the financial update.

D. Usage Reports – The commission reviewed the usage report and Eileen answered questions.

E. Other

No other staff reports were discussed at the time.

VII. OTHER REPORTS

A. None were present.

VIII. FOR THE GOOD OF THE ORDER

IX. UPCOMING EVENTS:

October 12-14	PNWA Annual Convention
November 9, 2022, at 1:30 PM	POM Regular Commission Meeting

X. EXECUTIVE SESSION

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. At the end of the executive session, we will return to open session and welcome the audience back into the room in-person and open the public virtual Zoom Meeting link again.

- 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:



Rick Stokoe, Commission President



Lisa Mittelsdorf, Executive Director

