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**Regular Commission Meeting Minutes  
December 6, 2023, 1:30 pm  
2 Marine Drive, Boardman, Oregon 97818**

**I. CALL TO ORDER AND INTRODUCTIONS**

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

**Commissioners Present:** Rick Stokoe, Joe Taylor, John Murray, Kelly Doherty, and Joel Peterson (via Zoom)

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

**Visitors Present:** Torrie Griggs, Karen Pettigrew, Mike Hughes, George Shimer, Brandon Hammond

**By Zoom Meeting:** (Staff) Marcine Brangham  
(Guests) John Doherty, Aaron Palmquist, Veronica Ferguson

**II. PUBLIC COMMENT PERIOD – None**

**III. CONSENT AGENDA**

**A. November 8, 2023, Regular Commission Meeting Minutes**

**B. November 9, 2023, Special 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 – None**

**V. OLD BUSINESS**

**A. CDA Update**

Lisa gave an update. At the last meeting, she again asked the board to honor the agreement regarding the 640 acres. The 2014 appraisal was for \$640,000 value to the acreage. The tribes were going to give that to their appraiser to use for a comparative. She will continue to work on this. There were additional comments and discussion regarding land transfers, insurance coverage and budget regarding monies that will be coming due with the CDA.

John said we had a letter from Irrigon regarding CDA addressing two issues. One is fire protection, and the other is regarding areas of influence in CREZ. He'd like to know what the board's thoughts are. Rick said he felt it would be part of Irrigon's area of influence,

but it wasn't added at the time because the transfer hadn't happened at that time. There was additional discussion regarding fire protection.

**B. WIFIA Application Update**

Lisa reported that there is a meeting at 2:30PM today that Eileen and Jason will be attending with S&P to get an indicative rating for our WIFIA loan. It could take several weeks to get that back and that will be the last piece of the application that is still outstanding. The State of Oregon and Sen. Merkley's office met with the EPA. We will be meeting with them on Friday to get an update.

**C. Flood Plain Mitigation**

Mark said this will be a priority next week.

**D. Golf Course Discussion**

John stated he has nothing to add to this discussion at this time. Joe said he thinks this is a real asset to the community and we should try hard to make it break even. Rick stated it was his impression that we were going to develop a business plan before making any decisions. Eileen ran a report for the last three years and presented it to the commission. Joel said he's in favor of the Port continuing to support the golf course. It's important to the community. It would be nice to have additional support from other organizations.

**E. Other**

No other old business was discussed at the time.

**VI. NEW BUSINESS**

**A. Community Projects**

Lisa referred to the list of current community projects included in the packet and discussion was had by all.

**B. CREZ II Disbursements**

Joe referred to the list included in the packet. John would love to see \$1-2 million given to these other communities for infrastructure even though they're outside the enterprise zone area. The commission had a lengthy discussion regarding possible use for the enterprise zone funds. John Doherty from Heppner, Veronica from Lexington, and Aaron from Irrigon weighed in with their comments.

**C. City, County, Port Meeting**

Kelly stated she would like to see us meet with all the cities at the quarterly meetings instead of just City of Boardman. Everyone agreed to invite all other cities to the quarterly joint meetings.

**D. Resolution 2023-15 Banking Resolution**

Joe said this resolution is to add Joel as a signatory to all accounts.

John made the motion to approve Resolution 2023-15, authorizing signatures at the Bank of Eastern Oregon. Rick seconded the motion. No further discussion was had. The motion passed unanimously.

**E. Morrow County Broadband Budget Committee**

Joe stated that a form is included in the packet under new business. Torrie explained that the notice and application is to make sure we're following the legal requirements, especially since the entity is comprised of multiple agencies, not just the port. The application will be posted to our website and social media pages.

Lisa mentioned that we have received an invoice for our share per the IGA. There was additional discussion regarding fees and the IGA.

**F. SDAO Safety and Security Grant**

Our application was selected for \$2,500 matching safety grant for security cameras overlooking the pump house properties at wells 2, 3, 4, and 5 as well as 41 pumphouse, 84 at Madison, and sand dune.

**G. Other**

No other new business was discussed at the time.

**VII. STAFF REPORTS**

- A. Project Updates** – Jacob reported that we are making a lot of progress. Rail is on schedule to finish the second week in January. UP will come back in January to complete the mainline switches. Paving on Marine Drive should take place sometime in March. Issues with the retaining wall are being resolved. Mark reported the SAGE expansion is going well. They're going to start sheeting the walls and the roof. He's hoping it will be complete in May or June. The Farm 4 expansion is almost complete and we're working with DEQ to get it approved. We opened bids for the airport road. 10 bidders responded. Jacob said the median/competitive bid range was \$7.4.

Brandy showed project and event photos, including BUILD, the SAGE Expansion, the 8,500-foot MCGG unit train, and the holiday events at the SAGE Center. Mark answered questions. Torrie talked about SAGE Saturday and Tree lighting. Mark added comments about the design projects. Secondary treatment should be complete by the end of the year. We're hoping the lagoons will also be complete. We would like to go out to bid by the first of the year. The (water) distribution center along Internet Way is complete.

- B. Maintenance Update** – Mark provided a brief update.
- C. Financial Update** – Eileen and Jason were unavailable to give the report. The commission reviewed the information in the packet.
- D. Usage Reports** – The commission reviewed the reports in the packet.

**VIII. Other** – Discussion was had by all on whether to continue to receive the staff reports in the packet or an in-person report once a quarter. Joe and Rick commented that they were OK with the reports in the packet and knew they could ask questions if they wanted more information.

**IX. OTHER REPORTS**

**A. Willow Creek Valley Economic Development Group / Heppner Chamber** – Kim Cutsforth gave an update. All but about \$30,000 of the CREZ funds have been dispersed. She summarized the participation and expenditures for their grant programs and other special projects.

**B. Boardman Chamber Update / BCDA** – Torrie provided an update for upcoming Boardman Chamber events, the upcoming Boardman guide, BCDA homebuyer’s grants, public transportation, and other BCDA projects.

**C. ICABO** – None present.

**D. City Updates** – Brandon Hammond (Boardman), John Doherty (Heppner), Veronica Ferguson (Lexington), and Aaron Palmquist (Irrigon), all gave an updates regarding projects for their cities. They all look forward to meeting in January to discuss economic development within the county.

**E. County Updates** – None present.

**F. Other** – Lisa asked the commissioners about their preference for submitting the city reports in writing and asking questions due to time. Rick commented that it’s good to hear the reports, but a time limit could be considered.

**X. FOR THE GOOD OF THE ORDER** - Lisa said that there are a couple of meetings coming up. Special Districts in Seaside, February 8-11. Registration is open. The PNWA Mission to Washington is March 3-7.

**XI. UPCOMING EVENTS:**

<b>December 8</b>	<b>5-8 PM</b>	<b>POM Employee Holiday Party</b>
<b>January 10</b>	<b>1:30 PM</b>	<b>POM Regular Commission Meeting</b>

**XII. 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. 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.

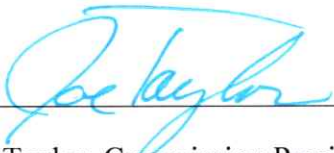
- A. For the Purpose of Consideration of Deliberations with the Port's Executive Director and Other Staff Members Who Have Been Designated by the Port to Negotiate Transactions Related to the Sale or Lease of Real Property – ORS 192.660 (2)(e)**
- B. For the Purpose of Consultation with Counsel Concerning 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)**

Joe recessed the public meeting at 3:48pm

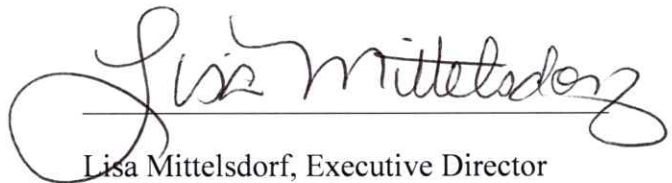
The public meeting was reconvened at 4:53 PM by Joe. Rick made a motion to adjourn the meeting. John seconded the motion. There was no further discussion. Motion passed unanimously.

The meeting was adjourned by motion at 4:54 PM.

Submitted by:



Joe Taylor, Commission President



Lisa Mittelsdorf, Executive Director

# PORT OF MORROW

## Regular Commission Meeting

### December 6, 2023

### SIGN-IN SHEET

NAME <b>PLEASE PRINT</b>	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
George Stryker	BPRD	541 212 1043	georges@boardmanparkandrec.com
Karen Potygraw	City	541-576-1566	
Branden Hammond	City of Boardman		



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: 12/4/2023

FULL NAME:

PHONE:

TOPIC:

FULL NAME:	PHONE:	TOPIC: