

**Regular Commission Meeting  
February 12, 2020 – 1:30 pm  
2 Marine Drive, Boardman, Oregon 97818**

**I. CALL TO ORDER AND INTRODUCTIONS**

Rick Stokoe called the meeting to order at 1:29 p.m.

**Commissioners:** Jerry Healy, Joe Taylor, Rick Stokoe, Marv Padberg and John Murray.

**Staff:** Ryan Neal, Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Tim Patton, Miff Devin, Marcine Brangham, Jacob Cain, Kalie Davis, Erika Lasater, Scott Neal, Andrea Orcutt and Brandy Warburton

**Guests:** As listed on sign-in sheet

**II. APPROVAL OF MINUTES –January 15<sup>th</sup> Regular Commission Meeting Minutes**

Marv moved to approve the January 15<sup>th</sup> Regular Commission Meeting minutes. John seconded the motion. No further discussion was had, and the motion passed unanimously.

**III. OLD BUSINESS**

**A. East Beach Unit Train Expansion & B.U.I.L.D. Update**

Mark reported that the project is postponed until March 15<sup>th</sup> for MARAD filing. Ron hasn't been feeling well so Jacob will be taking over making the revisions on the drawings for him going forward.

**B. Warehouse Expansion Update**

Mark reported that the expansion is complete. The Commissioners all toured the facility earlier today.

**C. Early Learning Expansion**

Mark reported that we didn't receive a large response to our open bids so he will be reaching out directly to vendors for quotes.

**D. New South Lift Station**

Mark reported that the valves are not expected to arrive until April now instead of February. The rest of the pieces should arrive within the next couple of weeks.

**E. Heppner Update**

Ryan reported that the contract with Anderson Perry has been signed and the engineering process has begun.

**F. Mader/Rust Reuse Expansion**

Mark reported that the bids for the pipe and pumps have been awarded. The bids for both came in at budget. The pipe should start arriving by mid-March and the pumps should start arriving soon. The electrical and manifold bids all came back higher than budgeted.

Miff reported that all the permits have been filed with DEQ.

**G. Digester Project Update**

Mark reported that the dirt removal for the first phase will be completed by next week.

**H. Legislative Updates**

Ryan reported that per his conversation the day before with Greg Smith, it looked like the Cap and Trade Bill would exempt out all of Eastern Oregon until further notice.

**I. Other**

No other old business was discussed at the time.

**IV. NEW BUSINESS**

**A. SDAO Annual Conference**

Rick, John, Jerry and several staff members all attended the annual conference in Seaside. All thought it was a good conference and learned from the sessions.

**B. Resolution 2020-01, BPA Bond Financing**

Molly Tucker, with Monahan, Grove and Tucker, explained to the Commission that this resolution is similar to the previous bond financing in that we are refinancing short-term bonds into long-term bonds. The amount is not to exceed \$200 million and closing is set for the week of March 16<sup>th</sup> in Portland.

Marv moved to approve Resolution 2020-01, BPA Bond Financing and authorize the President, Secretary and Executive Director of the Port of Morrow to sign the necessary documents. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

**C. Other**

Ryan reported that CID is needing additional funds of \$1.5 million for their project.

Jerry moved to authorize Ryan to negotiate the deal and sign the necessary documents. John seconded the motion. No further discussion was had, and the motion passed unanimously.

**V. STAFF REPORTS**

**A. SAGE Center Update**

Lisa Patrick was not in attendance, so Andrea reported on the SAGE Center's recent activities including the number of visitors for the month of January which was down a little from last year. The SAGE Center will be hosting a job fair on March 4<sup>th</sup> and they have reached max capacity for senior students to attend. The Cattlewomens exhibit will be installed next week. Erika showed pictures to the group of the SAGE Saturday event.

**B. Warehousing Update**

Marcine reported on the numbers for the warehouse facilities for the month of January which were down from last year at this time. They are currently at 83% capacity. Tillamook is bringing in 21 loads a day and their plan is to bring in a total of 5 million pounds. Their “Good Manufacturing Practices” AIB audit was successful with a score of 995 out of 1000 which is 30 points higher than last year.

**C. Workforce Training Update**

Kalie reported on her recent activities including the high school internship program which has about 60 different internship positions available now. Leah Harris is doing data tracking on those students as they graduate and move on to see if they are continuing in the field of their internship. Columbia Works internship program has a steering committee meeting this week to discuss applicants and how the process is working. Erika showed pictures of the recent PerryTech recruiting trip to the group.

**D. Maintenance Shop Update**

Tim reported on the maintenance shop’s recent activities including the digester project, pole building, RHS baseball field, Early Learning expansion, Heppner gate and various landscaping projects. Erika showed pictures to the group of the projects.

**E. Communications Update**

Erika showed the group the finished video for the high school internship program that she created.

**F. Usage Reports**

Staff reports on water and rail usage were reviewed and discussed.

**G. Other**

Ryan let everyone know that we were done with the third-party switching agreement but our UP Representative that he was working with quit last Friday. He’s waiting to see how to proceed now.

Ryan suggested that a Morrow County Education Foundation meeting be scheduled. February 19<sup>th</sup> at 3:00 pm was suggested as a possible date. Eileen will send out an invite to all with that date.

Joe asked about the PNWA and if they will be having a pre-meeting beforehand. Ryan will find out that information and send it out to the Commissioners.

**VI. OTHER REPORTS**

**A. Willow Creek Valley Economic Development Group**

Sheryll Bates reported that the duplex units are done, and they have some interested renters. The WCVED group will be having a strategic planning meeting soon to

evaluate their past practices and future practices and discuss how the funds will be dispersed.

**B. Boardman Chamber Update**

Torrie Griggs reported on the Chamber's upcoming activities including the annual Community Awards Banquet on February 14<sup>th</sup>, the monthly chamber luncheon on February 19<sup>th</sup> and the Frostbite Golf Tournament on March 28<sup>th</sup>.

BCDA – They have received CREZ II funding and are working on their project list for that funding including, landscaping, high-speed internet, signage and a walking path.

**C. Other**

Karen Pettigrew reported that the city council passed a resolution to expand the water and sewer in the city.

Upcoming events –

3/1-5		PNWA Mission to Washington DC
3/11	1:30pm	Port of Morrow Regular Commission Meeting

The meeting was recessed at 2:26 pm. Executive session under **ORS 192.660**, started at approximately 2:32 pm. The commissioners came out of executive session at 3:09 pm and there being no further business the Regular Commission meeting adjourned.

  
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Ryan Neal, Executive Director

  
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Rick Stokoe, Commission President

**PORT OF MORROW**  
Regular Commission Meeting  
February 12, 2020

**SIGN-IN SHEET**

<b>NAME</b> <b>PLEASE PRINT</b>	<b>COMPANY</b> <b>REPRESENTING</b>	<b>PHONE NUMBER</b>	<b>EMAIL</b> <b>ADDRESS</b> <b>(If we don't have it)</b>
<i>Shemll bates</i>	<i>WEVDO</i>		
<i>Karen Pettigrew</i>	<i>city</i>		