

**Regular Commission Meeting
February 16, 2022 – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818**

I. CALL TO ORDER AND INTRODUCTIONS

Rick Stokoe 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, Kalie Davis, Erika Lasater, Brandy Warburton, and Miff Devin

By Zoom Meeting: (Staff) Tim Patton, Pat Tolar, Marcine Brangham, Kim Rill, (Guests) David Sykes, Kirby Garrett, Weston Putman, Candy Chick, Kim Cutsforth, Sam Tucker, Debbie Radie, and Aaron Palmquist, JoAnna Lamb

Visitors Present: Torrie Griggs

Rick asked for a moment of silence in honor of Ryan Neal and his contributions to the Port of Morrow. After the moment of silence, the passing of Barry Byler was announced.

II. CONSENT AGENDA

A. January 12, Regular Commission Meeting Minutes

B. January 28, Special Commission Meeting Minutes

C. Port of Morrow Ethics and Conflicts of Interest Policy

John asked for clarification on the policy. Brandy and Eileen responded to his questions.

Marv made a motion to approve the consent agenda items as presented. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

III. LEGISLATIVE UPDATES

A. Federal - Kirby Garrett gave an update regarding the federal legislative status, funding, spending, projects, and the PNWA Mission to Washington. Rick asked if the name of the BUILD grant has been changed. Kirby responded yes; it has been changed. It is now called the RAISE Discretionary Grant program – Rebuilding American Infrastructure with Sustainability and Equity.

IV. OLD BUSINESS

A. Heppner Flood Plain Funding Request – John reported that they had a request regarding the remediation of the flood way project in Heppner and gave an overview of the process to date. Mark provided an update on the report by Anderson Perry. The AP study will be

complete in March, which would include a budget. He talked about the costs associated with moving dirt and how those costs have risen since the project was started. Kim Cutsforth reported that the grant is due by March 31. She said that they just need a resolution from the Commission for a commitment of 20% matching funds so they can submit the grant. Lisa noted there's a lot that can be done without having a final budget number. The commissioners discussed the request and would like a better idea of the project cost. Lisa recommended that this item be included on the agenda for next month and noted that we should have a better idea of the cost. Rick asked for this topic and resolution to be included on the agenda next month.

B. Other

Joe announced that he has found someone to be his representative on the budget committee. Mike McNamee – Rick asked for a motion to nominate Mike. John moved and Marv seconded to nominate Mike to the budget committee. There was no further discussion. The motion passed unanimously.

Rick opened the floor for discussion regarding moving forward on filling the executive director position. Joe said that he would like to see the process moving forward by the next meeting. John agreed that we need to get the ball rolling. The commissioners agreed to add the item to next month's agenda.

V. NEW BUSINESS

A. Policy Update – Procedure to Adopt Policy

Brandy gave a report regarding the policy. This is the first reading. The commissioners stated they are comfortable with the process and how it's been working. It will be added to the consent agenda next month with no changes added.

B. Morrow County Relocation and Retention Proposal

Kalie gave a brief presentation and answered questions regarding starting a relocation and retention program that would help attract and recruit people to fill positions within all of Morrow County. The program would provide one cash incentive for anyone willing to move to Morrow County and a second cash incentive when they remain with their employer for six months. Businesses and industries within Morrow County are supportive of the program. Discussion was had by all on the proposal, and it was decided to table the discussion until our wastewater issues are resolved.

C. New Leases

Lisa reported on several short-term leases that are underway.

D. Community Project Request

Lisa explained a \$25,000 request from the Heppner Community Foundation to finish the fitness center. Joe asked if this would complete the project. Kim Cutsforth responded that there's a second grant she's applying for and between the two, yes, it would.

Jerry made the motion to send a \$25,000 check to the Heppner Community Foundation to finish the fitness center. John seconded the motion. No further discussion was had, and the motion passed unanimously.

E. Other

No other new business was discussed at the time.

VI. STAFF REPORTS

Rick announced that staff reports are being submitted in print as part of the agenda packet, but staff are available to answer questions. The hope is to optimize and streamline the meeting. No questions were voiced at the time.

A. Project Updates

- SAGE Center Addition – Mark reported that there have been some delays and it will be the end of March before designs are complete.
- B.U.I.L.D. – Mark commented that work has picked up again on the access road. Additionally, updates have been sent to U.P. The commissioners had questions regarding the access road and changes at Dodge Logging.

B. Maintenance Update – Erika showed project and event photos and Tim provided a summary about the projects. Jerry asked about progress at the airport and Miff gave an update.

C. Financial Update – Eileen gave an overview of the financial report in the agenda packet.

D. Usage Reports – Commissioners reviewed the reports that were included in the agenda packet. There were no questions.

E. Other

No other staff reports were discussed at the time.

VII. OTHER REPORTS

A. Willow Creek Valley Economic Development Group / Heppner Chamber – Joanna Lamb talked about a recent strategic planning meeting and grants that will be continued. There are lots of projects and they would like to prioritize workforce housing.

B. Boardman Chamber Update / BCDA – Torrie announced the community meeting at 6PM to talk about the Community Survey results and highlighted a few of the other events happening in Boardman. Joe commented that he appreciated the candidate forums that the Chamber is hosting.

- C. City Updates** – Aaron Palmquist said that there are lots of projects happening in Irrigon. All projects are almost complete. They're hoping to work with Rep. Smith and the Port on future entrepreneurship opportunities.

In the absence of Karen, Rick reported that the City of Boardman will be conducting a traffic study on Boardman Ave. and Main Street. There are over 8,000 vehicles a day on Main Street.

- D. County Updates** – No County reports were given at the time.

- E. Other** – Debbie Radie voiced her strong support for the retention and recruitment program from a business perspective. She also gave an update on the Family First Center. She reports that construction is complete on their expansion at Boardman Foods and it's in the process of cooling down. She thanked the Port for their support with the project. Debbie also mentioned their labor costs have risen about 20%. Rick asked about a grand opening and/or the possibility of a tour of the new facility. Debbie replied that a tour can be scheduled. John thanked Debbie for the business report. He said it's nice to hear from businesses.

VIII. FOR THE GOOD OF THE ORDER

Lisa noted that on February 24th at 9:00 AM Christine Drazen will be here for a Port tour. Torrie reported that they are trying to schedule a meet and greet.

IX. UPCOMING EVENTS:

March 9	1:30 PM	POM Regular Commission Meeting
March 13-17		PNWA Mission to Washington D.C. (Virtual)

Rick recessed the regular meeting for a brief break before the executive session started at 2:54PM.

X. EXECUTIVE SESSION

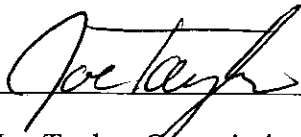
- A. For the Purpose of Consideration of Deliberations with the Port's Executive Director and Other Staff Members Who Have been Designated by the Port to Negotiate Transactions Related to the Sale or Lease of Real Property – ORS 192.660 (2)(e)**
- B. For the Purpose of Consultation with Counsel Concerning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

No decisions were made during executive session and the meeting was adjourned at 4:59 PM.

Submitted by:



Rick Stokoe, Commission President



Joe Taylor, Commission Secretary