

Regular Commission Meeting
March 10th – 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, Jerry Healy, Marv Padberg and John Murray

By Zoom Meeting: Joe Taylor

Staff Present: Ryan Neal, Mark Patton, Lisa Mittelsdorf, Eileen Hendricks, Kalie Davis, Erika Lasater, Kim Rill and Brandy Warburton

By Zoom Meeting: Pat Tolar, Marcine Brangham, Jacob Cain, Miff Devin and Tim Patton

Visitors Present: Karen Pettigrew

By Zoom Meeting: Mike Aldritt, Kirby Garrett, Greg Smith, Torrie Griggs, Sheryll Bates, Dawson Quinton and Kim Cutsforth

II. APPROVAL OF MINUTES –February 10th Regular Commission Meeting Minutes

John moved to approve the February 10th Regular Commission Meeting minutes. Jerry seconded the motion. No further discussion was had, and the motion passed unanimously.

III. OLD BUSINESS

A. Legislative Updates

Representative Greg Smith reported on a virtual public hearing that will be held this evening on redistricting, which happens every 10 years by law. He also reported on the federal stimulus package details including \$2.608 billion of one-time federal investment that is scheduled to come to Oregon, of which \$1.2 billion will be automatically dedicated to K-12 education and \$800 million is directed to projects. He will also be participating in the state budget reconciliation next Friday.

Kirby, with CFM Advocates, reported on the COVID relief legislation that the House just signed and will now go to the President for his signature. The bill doesn't include funds directly for special districts, but the districts can apply to the state for funds that may be available. He will be working with Ryan, Mark and Lisa on projects to earmark for funds for the Port. He is also watching Congressman Mike Simpson's dam removal proposal closely and is writing a draft letter to the delegation outlining the Port's concerns on the proposal.

B. CDA Update

Lisa reported that Umatilla County approved a resolution to accept responsibility and maintain the bunker that blew up on the Umatilla County side of the chemical depot land. Morrow County approved a resolution for the Oregon Trail site responsibility and maintenance. She also reported that the Port put together a \$16 million budget for Paterson Ferry Rd. access improvements. They are still hoping for a September date to transfer the land.

C. East Beach Unit Train Expansion

Mark reported that construction is complete except for a few punch-list items and the inspection with U.P. had to be reschedule due to the weather. It is now scheduled for next week. H & H will be here Monday to do some clean-up on the sand erosion damage from the wind.

D. B.U.I.L.D. Update

Jacob reported that U.P. has rescheduled the inspection of the on-site preliminary design to March 16th. He is anticipating the inspection to go well, and we'll start construction soon after.

E. New South Lift Station

Mark reported that we had a leak on the old station that will need about 150 feet of new pipe installed. Materials are already ordered for the repair and they will get it done as soon as materials arrive.

F. Heppner Update

Mark reported that the water system materials have been ordered but he doesn't have an arrival date yet.

Jacob reported that both partitions are on his desk waiting for signatures, but he is waiting for a final approval letter from the planning department before they can be signed by our commissioners.

G. Airport Well

Mark reported that the well drilling is dug down 416 feet so far and all is going well.

H. Gar Swanson Extension

Mark reported that the asphalt bids will be opened tomorrow and he's hoping that paving will begin mid-May on the project.

I. East Beach Utility Improvements

Mark reported that the project is delayed due to the storms in Texas.

J. Flex Space Building

Mark reported that we are almost done with mass excavation, rock is being laid now and footings should start in 3 weeks. The bid for rebar is open now and it will take about 3 weeks for that process to be completed.

K. CREZ III Update Discussion

Lisa reported that all parties have signed the necessary IGAs and the application for CREZ III will take about 4-6 weeks to complete. The CREZ III Board will need to hire an Enterprise Zone Manager and Greg Sweek, the current manager, is being discussed as an option by the county. Lisa recommends that the Port Commission consider Greg Sweek as the Enterprise Zone Manager for CREZ III as well.

Marv moved to recommend Greg Sweek as the CREZ III Enterprise Zone Manager. John seconded the motion. No further discussion was had, and the motion passed unanimously.

Lisa also recommended that the City of Boardman continue to be the Fiscal Manager for CREZ III Enterprise Zone. Karen Pettigrew agreed to have the City of Boardman continue for CREZ III.

Lisa reminded the group on the makeup of the CREZ III Board per the IGA, which is 3 members including at least 2 elected officials.

Marv moved to appoint Jerry and Rick as elected officials and Ryan as staff to the CREZ III Board with Lisa as an alternate. No second was made and the motion failed to pass.

John questioned whether the alternates should be of the same capacity, as in, an elected official should have an elected official as an alternate and staff should have a staff person as alternate. Discussion was had by all and no opposition was voiced.

Jerry moved to appoint Rick and Joe as elected officials and Ryan as staff person to the CREZ III Board. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

Marv moved to appoint Jerry as the elected official alternate and Lisa as the staff alternate. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

Rick asked if the other cities had signed their IGA yet and Ryan informed him that the cities have not yet gotten the document but will soon.

L. Other

No other old business was discussed at the time.

IV. NEW BUSINESS

A. Other

No new business was discussed at the time.

V. STAFF REPORTS

A. SAGE Center Update

Ryan reported that the SAGE Center is still closed to the public, but we are working on a reopening plan now.

B. Warehousing Update

Marcine reported on the numbers for the month of February for the warehouse. Warehouse capacity is at 80% currently and the cooler is at 98% capacity. They just added a new customer at the dry storage warehouse, Glanbia Nutritionals. They have an AIB audit on April 29th and Jessica and Travis will be going to WFLO training in May.

C. Workforce Training Update

Kalie reported on her recent activities which included the Educator Externship that is scheduled for June 21-29 this year after being canceled last year due to the pandemic, Columbia Works Summer Internship program which will have an application closing date of April 1, high school internship program interviews, virtual career connect job fair and the forklift simulator which will be delivered the week of March 29.

Kim Rill, Port of Morrow SAGE Center Education Coordinator and Workforce Training Coordinator, introduced herself to the group and updated them on her recent activities which included helping Kalie with the Columbia Works Internship Program, the high school internship program and the upcoming NBT camp.

D. Maintenance Shop Update

Erika showed pictures of the projects to the group as Tim explained the progress of each including Marker 40 Golf Club updates, airport well, and the flex space building.

E. Communications Update

Erika reported on her recent activities which included taking pictures of various projects around the Port, working on the winter newsletter which is being translated now, website updates and the new photos that are displayed in the lobby.

F. Golf Course Update

Pat reported on the golf course updates including the bunkers.

G. Usage Reports

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

G. Other

Eileen gave the commissioners a copy of the most recent financials for their review and pointed out a few things for them. She also reported that we had received our health insurance renewal today and it has a 12% increase from last year.

VI. OTHER REPORTS

A. Willow Creek Valley Economic Development Group

Kim Cutsforth reported that they are continuing both the community and public enhancement grants since they received continued funding from CREZ and they are duplicating the duplex that they built in Heppner in Ione now.

Housing rehab grant program has currently funded over \$215,000 worth of homes with 7 homes currently in the program.

Business grant program has currently funded \$395,000 with 22 businesses being helped.

B. Boardman Chamber Update

Torrie Griggs reported on the chamber's recent activities which included the monthly luncheon which will be virtual on March 17, the virtual legislative affairs webinar, a virtual lunch and learn series, Distinguished Awards Banquet and the Annual Frostbite Scholarship Golf Tournament.

BCDA –

They are working on their priority list for 2021 which is based off of the community feedback.

Home Buyer's Grant has 14 applications submitted so far this year for a total of \$70,000 paid out and the business grant program has seven applications pending with a total of \$127,000 paid out.

C. Other

Sheryll Bates reported that she is back as the Interim Director for the Heppner Chamber of Commerce until they can hire someone else. The St. Patrick's day festivities are cancelled this year due to COVID.

Ryan reported that our Administration Building is still locked at the moment. We are allowing work meetings to be held in the conference rooms downstairs but nothing social is being allowed at this time.

Upcoming events –

3/15-18		PNWA Mission to Washington (Virtual)
3/18		Port of Morrow Candidate Filing Deadline
4/14	1:30pm	POM Regular Commission Meeting
4/14	3:30pm	POM Budget Committee Meeting
4/15		SEI Filing due for all Commissioners
5/18		District Elections

The meeting was recessed at 2:58 pm. Executive session under **ORS 192.660**, started at approximately 3:07 pm. There being no further business, the Regular Commission meeting adjourned at approximately 3:23pm.

Submitted by:



Ryan Neal, Executive Director



Rick Stokoe, Commission President

PORT OF MORROW
Regular Commission Meeting
March 10, 2021

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS <small>(If we don't have it)</small>
<i>Karen Peterson</i>	<i>City</i>		