

Regular Commission Meeting
April 14th – 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, Joe Taylor and John Murray

Staff Present: Eileen Hendricks, Mark Patton, Kalie Davis, Erika Lasater, Torrie Griggs and Brandy Warburton

By Zoom Meeting: Ryan Neal, Andrea Orcutt, Jacob Cain, and Jessica Esparza

Visitors Present: Karen Pettigrew

By Zoom Meeting: Kirby Garrett, Greg Smith, John Kilkenny, Courtney Dausz, Wendy Neal, Chip Cummins, Steve White, Jeff Manternach, Michael Schrader, Rick Weiss, Debbie Pedro, Jonathan Tallman, Jim Shannon, and Aaron Palmquist.

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

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

III. OLD BUSINESS

A. Legislative Updates

Representative Greg Smith reported that all legislative meetings in Salem are currently being held virtually due to COVID. One of the biggest issues is how much longer house republicans will require that all bills be read on the house floor instead of allowing them to be read beforehand to save time. Grant funding will be issued to education enrichment summer programs soon in the amount of around \$300 million in Oregon and \$800 million federal dollars will be allocated to special purposes.

Kirby Garrett, with CFM Advocates, reported that there are 3 main items that Washington DC is focusing on at the moment, the annual appropriations bill, the surface transportation reauthorization bill and the recent proposal of a broad infrastructure bill introduced by President Biden. The parameters and scale guidance for “earmarks” have been released and the total funding is limited. The deadline was last Wednesday, and the Port submitted 5 projects in total for consideration.

L. Red Rock Update

*Agenda schedule change to accommodate Red Rock Biofuels.

Jeff Manternach from Red Rock Biofuels presented a power point presentation to the group of a history of Red Rock Biofuels and a Lakeview project update.

Michael Schrader from Orrick gave an updated financing overview.

B. CDA Update

Debbie Pedro reported that the Programmatic Agreement Amendment is ready for signature and hopefully it should be completed soon. They are still hoping for a transfer of the property by September or the end of the year at the latest. Several people are looking at the property for development and CDA received funding from HB2017 for road construction.

Eileen reported that we just received approval of the grant for funding of the operations of CDA for April 1st through March 31st. The total grant is \$542,325.00.

Jerry moved to approve the grant for funding of operations of CDA in the amount of \$542,325.00. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

C. East Beach Unit Train Expansion

Mark reported that construction is complete, and it was inspected by U.P. and O.D.O.T. and passed both.

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

Jacob reported that U.P. was reviewing the incorrect plans for the last 4 weeks on the 30% design, they have the correct plans now and are reviewing them for comments. In the meantime, he has been coordinating with the affected tenants regarding relocations of some utilities to make way for the rail.

E. New South Lift Station

Mark reported that crews are in the process of repairing the leak that happened on the old station.

F. Heppner Update

Mark reported that the materials are on-site and he's hoping to get a crew up there in the next month or so to start work.

Anderson Perry did resubmit to FEMA on their comments for the flood plan.

G. Airport Well

Mark reported that the well drilling is dug down about 700 feet so far and they should be completed by June.

H. Gar Swanson Extension

Mark reported that the excavation is done, and the paving is scheduled for the week of May 24th.

I. East Beach Utility Improvements

Mark reported that the sewer line is installed, and the wastewater is being worked on now and should be done mid-next week. The potable system will be after that and he's hoping it will be running by June 1st.

J. Flex Space Building

Mark reported that the site prep is done, footings are done, and the pouring of concrete has started. All the spaces have been leased except one space without advertising the building.

K. CREZ III Update Discussion

Ryan reported that the initial meeting was held with the County and the City of Boardman present as well. The City of Boardman agreed to continue on as the Fiscal Agent.

Rick reminded the staff that we will need a resolution at the next commission meeting confirming representation on the board and Greg Sweek continuing as Enterprise Zone Manager.

The affected cities have received their IGA's from Greg Sweek and the application fees were discussed.

M. Property Sale of 20 Acres - Update

Ryan reported that on September 9, 2020, the Commission approved the property sale of 20 acres, but the acreage has changed slightly in size so Jacob showed a map with the updated acreages to the group.

John made the motion to approve Ryan to negotiate and sign all necessary documents on the property sale of parcel 2 partition plat 2021-9 and parcel 2 partition plat 2021-10. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

N. Property Sale of 12 Acres – Update

Ryan reported that on September 9, 2020, the Commission also approved the property sale of 12 acres, but this sale has changed in acreage as well. Jacob showed the group a map with updated acreage to the group.

John made the motion to approve Ryan to negotiate and sign all necessary documents on the property sale of parcel 2 partition plat 2021-11. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

Joe declared a possible conflict of interest and abstained from voting.

O. 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. Financial Update

Eileen gave all commissioners a cash balance report as of March 1st and the report was reviewed and discussed. They also each got a current budget versus actual report and it will be discussed more extensively at the budget committee meeting later today.

B. SAGE Center Update

Torrie Griggs, the new SAGE Center Manager, reported that she is planning on a May 3rd reopening without school visits at this time. She's working on a COVID action plan with Marti Campos, the Safety Specialist to make it safe for all visitors and staff. The SAGE Center Store is currently having a clearance sale to clear out old inventory and she's working with Bill Johnson on getting a new controller for the exhibits that are failing because of a faulty controller.

C. Warehousing Update

Jessica reported on the numbers for the month of March for the warehouse. Warehouse capacity is at 84% 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 Lamb Weston has scheduled an in-person audit for the end of May. They are currently reviewing SOP's and deep cleaning to prepare.

D. 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 applications being sent out to businesses and the professional development series, high school internship program, which is starting to see some applications with the help of Kim reaching out personally to schools, virtual career connect job fair on April 28th has a TV commercial airing now in Tri-cities and the NBT camp which has half the spots filled already for this year's camp.

E. Maintenance Shop Update

Erika showed pictures of the projects to the group as Mark explained the progress of each including the flex space building, Gar Swanson extension, warehouse access road, and the Marker 40 Golf Club.

F. Communications Update

Erika reported on her recent activities which included taking pictures of various projects around the Port, working on graphics for the Marker 40 Golf Club, the spring newsletter, website updates and a couple of video projects.

G. Golf Course Update

Andrea reported on the number of visitors for the Golf Club which included 467 rounds of golf played by non-members, 223 rounds by members, and 50 rounds played by employees. They just hosted the Frostbite Scholarship Golf Tournament and Lamb Weston will be having a team building event at the course soon.

H. Usage Reports

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

G. Other

No other staff reports were discussed at the time.

VI. OTHER REPORTS

A. Willow Creek Valley Economic Development Group

Sheryll Bates reported that they are continuing both the community and public enhancement grants with applications closing on Monday and since they started the program in 2015, they have paid almost \$359,000.00 to grant recipients.

Workforce housing duplex in Heppner has a renter committed to the open duplex and the lone duplex is scheduled to be done in the next month.

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

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

They will hold their annual meeting on May 26th.

Sheryl also reported for the Heppner Chamber who will be holding virtual candidate forums soon.

B. Boardman Chamber Update

Torrie Griggs reported on the chamber's recent activities which included the monthly luncheon which will be virtual on April 21st, new chamber members,

candidate forums, the virtual legislative affairs webinar, Morrow County COVID vaccine clinics, RHS Booster Bash and the Career Connect job fair.

BCDA –

Home Buyer's Grant has 23 applications submitted so far this year for a total of \$80,000 paid out and the business grant program has seven applications pending with a total of \$127,000 paid out.

They are starting on a dog park on Front Street, replacing basketball courts and broadband in the rural community.

C. Other

Karen Pettigrew reported that the City of Boardman appointed their CREZ III board members recently and they are looking for a new City Clerk.

Aaron Palmquist from the City of Irrigon reported that they have more than 70 homes that will be coming into the city and also two new businesses, Dollar General and Family Dollar.

Upcoming events –

5/12	11:00am	POM Budget Committee Meeting Tour
5/12	12:00pm	POM Budget Committee Meeting
5/12	1:30pm	POM Regular Commission Meeting

The meeting was recessed at 3:18 pm. Executive session under **ORS 192.660 and 192.660 (2)(a)**, started at approximately 3:24 pm. There being no further business, the Regular Commission meeting adjourned at approximately 3:34pm.

Submitted by:



Ryan Neal, Executive Director



Rick Stokoe, Commission President

PORT OF MORROW
Regular Commission Meeting
April 14, 2021

SIGN-IN SHEET

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