
Regular Commission Meeting
June 8, 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, Eileen Hendricks, Mark Patton, Miff Devin, Jason Hendricks, Kalie Davis, Kim Rill, Erika Lasater, and Brandy Warburton

Visitors Present: Brian Maag and Torrie Griggs

By Zoom Meeting: (Staff) Tim Patton, Jacob Cain, and Jessica Esparza
(Guests) Debbie Radie, Robert Fritz, Sandy Toms, Len Bergstein, Kirby Garret, and Dawson Quinton

II. CONSENT AGENDA

A. May 11, 2022 Regular Commission Meeting Minutes

B. Port of Morrow Board Duties and Responsibilities Policy

Marv made the motion to approve the consent agenda items. Joe seconded the motion. No further discussion was had. The motion passed unanimously.

III. LEGISLATIVE UPDATES

A. Federal – Kirby presented an update on what’s happening in Washington D.C. and the status of projects the port has presented. Projects have been submitted except for the wastewater infrastructure, which is being submitted to a different subcommittee. We should know more news within a week or so.

B. State – Dawson reported the emergency board met last week. Mid-September is the deadline if legislators want to submit a bill for the next session.

IV. OLD BUSINESS

A. POM Bylaws Subcommittee Update – Joe reported that he and John looked through the bylaws and made notes. They need to meet with Brandy next. Jerry recommended we have Sam look them over once changes are made.

B. SDAO Best Practices – Schedule Training – Brandy noted that there are a couple of options to do the training. There will be some in person this fall or there is an online training that also needs to be completed by September. Rick noted that it's worth doing. The consensus was to come in early before the next meetings and do the online trainings. Brandy will send a calendar invite.

C. Other

No other old business was discussed at the time.

V. NEW BUSINESS

A. New Leases – Lisa reported that the most recent lease is Columbia River Equipment, for 5 acres with option to purchase. We have asked them for a strategic plan for what they will be doing on-site. They are interested in an additional 5 acres next to them.

B. Resolution 2022-05 – Authorization to Invest Funds

Eileen said this a yearly request from the County to invest the property tax receipts between the time they receive them and the time it's given to the taxing districts.

John moved to approve Resolution 2022-05. Marv seconded. There was no further discussion. The motion passed unanimously.

C. Resolution 2022-06 – Utility Rates

Eileen explained we will be asking for an 8.8% increase for freshwater usage to \$.74. She also stated there is a 19.5% increase for the discharge rate to \$2.51 per 1,000 gallons. She stated it is necessary and may need a future adjustment.

Jerry moved to approve Resolution 2022-06. Joe seconded the motion. No further discussion was had. The motion passed unanimously.

D. Resolution 2022-07 Rail Tariff

Eileen explained that we are proposing an increase to \$22 per rail car. Jerry asked if container fees stay the same. Eileen answered that container fees will stay the same.

Jerry made the motion to approve Resolution 2022-07. Marv seconded the motion. No further discussion was had. The motion passed unanimously.

E. Resolution 2022-08 – Budget Transfer

Eileen explained that we have not yet posted our fine. She stated that not all expenses have been added to date and felt it would be prudent to make an adjustment now to make sure we are covered rather than waiting. Increased costs for pallets at the Warehouse are also a factor. Jerry asked about a check that was recently signed for pallets. Eileen explained that it was for a program with Lamb Weston.

Marv made the motion to approve Resolution 2022-08. John seconded the motion. No further discussion was had. The motion passed unanimously.

F. Audit Contract – Eileen presented details of the proposed audit contract.

Joe made the motion to approve the audit contract and authorize Lisa to sign. Jerry seconded the motion. No further discussion was had. The motion passed unanimously. Eileen asked if they would like the same audit committee. A formal decision is not needed today. Rick asked for it to be included on the next agenda.

G. Coronavirus State Fiscal Recovery Fund Grant Agreement

Lisa reported that the agreement arrived for a pass-through grant from the State of Oregon for \$2 million, with half for EOU in La Grande and half for Stepping Stones in Hermiston. There is reporting required.

John made the motion to approve and accept the Coronavirus State Fiscal Fund Grant Agreement and authorize Lisa to sign. Joe seconded the motion. No further discussion was had. The motion passed unanimously.

H. Other

Lisa introduced Brian Maag from Boardman Foods. He reported that they are ready to execute the purchase and sale agreement for additional acreage. The commission thanked Brian for the tour of their new freezer warehouse. Brian also presented a framed newspaper article to the commission as a thank you for their partnership on the childcare center. Lisa noted that we will be moving forward with the paperwork and agreement.

Marv made the motion for Lisa to move forward negotiate the contract for the sale of the property to Boardman Foods and authorize Lisa, the commission president, or their designee to sign. John seconded. There was no further discussion. The motion passed unanimously.

VI. STAFF REPORTS

A. Project Updates

- **SAGE Center Addition** – Mark reported that this project is on hold due to financing, but plans are complete.
- **B.U.I.L.D.** – The rail portion has been resubmitted. We're hoping for a good report back so we can move forward. Bridge beams are sitting in Portland.

B. Maintenance Update - Tim gave an overview of maintenance projects while Erika presented photos.

C. Financial Update – Jason and Eileen gave the financial report.

D. Usage Reports – Rick noted the usage reports are in the packet and asked if there were any questions. There were none.

E. Other

Erika showed photos of the recent Chamber/Port job fair and graphic design projects.

Lisa and Mark noted that we will be hosting several summer BBQ's for staff. Brandy reported that June will be at the Warehouse for their staff, July will be for the Family BBQ, and August will be staff at the SAGE Center. We will let you know when the dates are confirmed.

VII. OTHER REPORTS

A. Willow Creek Valley Economic Development Group / Heppner Chamber – None present.

B. Boardman Chamber Update / BCDA – Torrie gave an update on upcoming events and activities for the Chamber and current BCDA projects.

C. City Updates – None present

D. County Updates – None present

E. Other - There were no other reports.

VIII. FOR THE GOOD OF THE ORDER

IX. UPCOMING EVENTS:

June 8	3:30PM	POM Budget Meeting
June 21-23		PNWA Summer Conference, Spokane
June 27	11:00 AM	POM Budget Hearing
July 13	1:30 PM	POM Regular Commission Meeting

Rick recessed the regular meeting at 2:40 PM. There was a short break before the executive session. No decisions will be made in executive session and the commission will not return to open session.

X. 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 in-person. 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)**

The executive session ended at 3:27 PM.

Submitted by:



Rick Stokoe, Commission President



Lisa Mittelsdorf, Executive Director