

Regular Commission Meeting
July 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

Not Present: John Murray

Staff Present: Ryan Neal, Lisa Mittelsdorf, Eileen Hendricks, Kalie Davis, Erika Lasater, Miff Devin, Mark Patton, Torrie Griggs, Breena Beck, America Pacheco and Brandy Warburton

By Zoom Meeting: Jacob Cain, Kim Rill and Marcine Brangham

Visitors Present: Don Russell, Dawson Quinton, Karen Pettigrew and Brooklynn Warburton

By Zoom Meeting: Debbie Pedro, Sherryl Bates, Joanna Lamb, Ryan DeGrofft, Melissa Lindsay, Christian Morales and Tamra Mabbot

II. SWEARING IN OF RE-ELECTED OFFICIALS

Commissioner Marv Padberg led Joe Taylor, Rick Sokoe and Jerry Healy in taking the oath as re-elected Commissioners for the Port of Morrow.

III. APPROVAL OF MINUTES –June 9th Regular Commission Meeting Minutes

Jerry moved to approve the June 9th Regular Commission Meeting minutes. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

IV. OLD BUSINESS

A. Legislative Updates

Dawson Quinton, Legislative Director for Rep. Greg Smith introduced himself to the group as this was his first in-person meeting attendance after taking over for Patrick Collins. He reported that the legislative session has adjourned so their focus will be getting back to the delegates on the bills that were introduced in the session. Rick asked about the state of the homelessness on public property bill. Dawson will research it more and get back to the group on that topic.

Ryan reported that our senators have been working hard on our behalf and so far to date we have four earmarked projects submitted for possible funding.

B. CDA Update

Debbie Pedro reported that the programmatic agreement which determines how the historical property will be managed and protected in the future is completed and will go out for public review on Saturday. General Evans will be at the depot land site on July 27th and will be meeting with the CDA Board. She's finishing the quarterly report for the grant reimbursement to the Port and working on the IGA with ODOT to utilize the funds from HB 2017 which is to be split between Umatilla and Morrow County equally.

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

Mark reported that we have a crew working on the access road now and he expects design and engineering submittals to him by the first of August on the bridge beams. We are still waiting on the 100% design approval from UP but he expects it this week sometime.

D. New South Lift Station

Mark reported that we will be starting on the design in the next couple of months.

E. Heppner Update

Mark reported that we received back our FEMA letter and it will need signed by both the County and the City of Heppner before it can proceed. The water project is getting close to completion.

Ryan reported that we have the preliminary design done on the flex space building in Heppner.

F. Airport Well

Mark reported that the well is out of spec and not straight and they're trying to work through the issues now. Both the drillers and GSI believe they can make it a viable well. Discussion was had by all on the future problems that may occur with the well.

G. Gar Swanson Extension

Mark reported that the paving and striping is complete, and they are working on the streetlights and signage now.

H. East Beach Utility Improvements

Mark reported that everything on Gar Swanson is complete but he's waiting on some T's to arrive to move forward with the project.

I. Flex Space Building

Mark reported that interior framing is almost complete, and the insulation is going in now. Estimated completion date is end of September and we're on schedule for that.

J. Community Projects

Ryan reported that there's nothing new to add to the list of projects but that the crews had some free time this week to work on the dog park.

M. Other

No other old business was discussed at the time.

V. NEW BUSINESS

A. Annual Audit Contract and Audit Committee Members

Eileen explained that the audit contract is in the packet to review and it's a \$3600 increase from last year. Jerry and Joe are both current members of the audit committee and they volunteered to remain if necessary.

Marv made the motion to have Jerry Healy and Joe Taylor remain as our audit committee members for the next year. Rick seconded the motion. No further discussion was had, and the motion passed unanimously.

Jerry moved to approve the annual audit contract as presented to them for the fiscal year 2021-2022. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

B. CREZ III IGA with City of Irrigon

Lisa explained that a copy of the IGA is in the packet for review and it is the same as the IGA that was approved with the City of Boardman. The City of Irrigon asked that the Port of Morrow and Morrow County take action first before they take it to the Irrigon City Council.

Joe moved to approve the IGA for CREZ III and the City of Irrigon. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

Morrow County Commissioner Don Russell pointed out that the Morrow County Commission has yet to take action on the IGA.

C. Cyber Security Policy

Brandy explained that this policy is part of SDAO's Best Practices program. Miff and the IT team went through the policy and suggestions from SDAO's trainings and the team is implementing all security tips to help prevent any cyber-attacks.

Marv moved to approve the Port of Morrow Cyber Security Policy as presented. Joe seconded the motion. No further discussion was had, and the motion passed unanimously.

D. Aurora Solar Project Discussion

Rick explained that no discussion on the project will be held today.

E. Other

Lisa wanted to discuss the possibility of relocating the fruit stand that the BCDA has and is now sitting on Front St. to the SAGE Center. BCDA would pay the port a \$500 a season fee for it being located there. Double T Farming would like to lease the container and have their fruits and vegetables for sale in it. Ryan wanted the Commission to be aware since Joe Taylor is part of Double T Farming. No concerns were voiced from the commissioners about its relocation or Double T Farming leasing it.

VI. STAFF REPORTS

A. Financial Update

Eileen gave all commissioners a cash balance report and the report was reviewed and discussed. They also each got a current budget versus actual report.

B. SAGE Center Update

Torrie introduced Breana Beck as the new SAGE Center Assistant Manager and allowed her to say a little about herself to the group. Torrie then gave a report of the recent activities at the SAGE including the number of visitors, SCI-FRI events, Lamb Weston hiring event and she's working on changing out the hardware on the exhibits with IT. A list of upcoming events was given to the commissioners.

C. Warehousing Update

Marcine reported on the numbers for the month of June for the warehouse which were down from this time last year. Freezer capacity is at 68% currently, the cooler is at 99% capacity and the dry storage is at 99%. They are starting to ship more railcars for Tillamook and pea harvest is over early due to the extreme heat.

D. Workforce Training Update

Kalie reported on her recent and upcoming activities which included the Educator Externship program that just finished, Columbia Works Internship program's second professional development class, NBT camp will be next week and Riverside High School's career day. She also reported on the new AWS Think Big Space that will be going in at the SAGE Center.

E. Maintenance Shop Update

Tim was unavailable so Erika showed current pictures of the on-going projects to the group including water project in Heppner, flex space building, Marker 40 Golf Club and the dog park.

F. Communications Update

Erika reported on her recent activities which included taking pictures of various projects and programs around the port, working on new ads for SAGE Center and the Marker 40 Golf Club, updating videos for key ingredient exhibits at SAGE Center, the digital newsletter and updating websites.

G. Golf Course Update

Andrea and Pat were both unavailable for an update, but Eileen reported their sales report numbers to the group.

H. Usage Reports

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

G. Other

Ryan reported that he recently returned from a trip to Omaha, where he had a meeting with the CEO and Executive team from UPRR and he feels like he made some good connections with them.

VII. OTHER REPORTS

A. Willow Creek Valley Economic Development Group

Sheryll Bates reported they've been busy working on workforce housing and both the Ione duplex and the Heppner duplex are rented with tenants. Their annual meeting will be held August 25th at 8am in Heppner.

Housing Rehab Grant Program and the Business Incentive Grant Program both continue to be very popular.

B. Boardman Chamber Update

Torrie reminded the group that the monthly luncheon will be both in-person and on zoom starting this month on July 21st and next month's meeting will be August 25th.

BCDA update included the start of the dog park with a total of \$55,000 investment between BCDA and City of Boardman and they continue to work on broadband in the city.

Home Buyers' Incentive program currently has 42 applicants for \$210,000 and 22 of those are new construction homes.

C. Other

Joanna Lamb, the new Executive Director for the Heppner Chamber reported on their upcoming activities including the fair parade on August 21st, the fair will run the 16th- 20th, and the rodeo will be the 20th- 22nd.

Karen Pettigrew, Boardman City Manager, reported that the bids are open for the Laurel Lane inter-change and they are working on the entrance for the Navy on Bombing Range Road to be re-routed. She is also interviewing for a recorder/HR position and hopefully making an offer next week. Karen also wanted to make the group aware that Mike Wilson, who has helped with numerous bond issues, was recently in an accident and has passed away.

Morrow County Commission Don Russell reported that county building in Irrigon is on schedule, and they should be able to move in in October. The Irrigon Annex will be demolished and turned into parking. The Sheriff's storage building in Heppner is on schedule and on budget and should be done in the next couple of weeks.

Upcoming events –

7/16	1:00pm	CREZ II & CREZ III Joint Meeting
7/22	5:00pm	County / Port Joint Meeting
8/11	1:30pm	POM Regular Commission Meeting
8/18	8:30-4pm	SDAO Board & Management Training

There being no further business, the Regular Commission meeting adjourned at approximately 2:53pm. No Executive Session was held.

Submitted by:



Ryan Neal, Executive Director



Rick Stokoe, Commission President

PORT OF MORROW

Regular Commission Meeting

July 14, 2021

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS <small>(If we don't have it)</small>
Tonie Griggs	SAGE/Chamber		
Breana Beck	SAGE		
Dawson Quinter	Rep. Greg Smith	591-993-5236	
Krker Pettigrew	city		
Dan Russell	County		