
Regular Commission Meeting Minutes
July 15, 2024 – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

Joe called the meeting to order at 1:30 p.m.

Commissioners Present: Rick Stokoe, Joe Taylor, John Murray, and Kelly Doherty

Staff Present: Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Jason Hendricks, Jacob Cain, Miff Devin, Ariana Andrews, Angel Aguilar, Erika Lasater, and Brandy Warburton

Visitors Present: Karen Pettigrew, Walter Timmons

By Zoom Meeting: (Commission) Joel Peterson
(Staff) Marcine Brangham
(Guests) Jay Marlow, Kelly Morgan, John Doherty, Kirby Garrett, Raven Hayes, Tami Sinor, Sam Tucker, sae, Brandon Hammond

II. PUBLIC COMMENT PERIOD - None

III. CONSENT AGENDA

A. May 8, 2024, Regular Commission Meeting Minutes – Corrected

B. June 20, 2024, Regular Commission Meeting Minutes

C. July 1, 2024, Special Commission Meeting Minutes

D. Resolution 2024-09 Public Contracting Policy – Updated

John requested a correction to the June 20, 2024, minutes that he had declared a conflict of interest while they were on the tour and would like that added to the minutes.

John made the motion to approve the consent agenda items with the requested change to the June 20 meeting. Kelly seconded the motion. No further discussion was had. The motion passed unanimously.

IV. LEGISLATIVE UPDATES

A. Federal – Kirby gave an update, stating that the biggest topics of discussion in DC were regarding Biden, the assassination attempt of Trump, and the coming election. There has

been some forward motion in Congress regarding bills and appropriations. Efforts are continuing on the WIFIA application.

V. OLD BUSINESS

- A. **CDA Update** – Kelly reported on the latest meeting. The grant has been moved forward and approved. A budget and strategic plan were also discussed. Lisa added today’s executive session will include a discussion regarding CDA and may require an action after.
- B. **WIFIA Application Update** – Lisa thanked Kirby for his efforts arranging meetings with legislators in Washington DC when necessary. We’re continuing to work with the WIFIA team and the term sheet to move us forward and across the finish line. We have been asked to increase our short-term financing.
- C. **Community Projects Update** – Mark reported that we are finished in Lone at the track.
- D. **Ordinance 2024-02 – First Reading** – The final draft version from the workshop is in the packet. There have been no changes and it is ready to go for the first reading. The commission decided to read the title of the ordinance in lieu of reading it in its entirety. Joe read the title. The second reading will be held at the next meeting in August.
- E. **Kinzua Mill Site** – Mark gave an updated report. The DEQ is going to require more testing before it can be closed.
- F. **Other**
No other old business was discussed at the time.

VI. NEW BUSINESS

- A. **Audit Contract** – The commission reviewed the audit contract in their packet and had some discussion.

John made a motion to approve the contract with Connected Professional Accountants for this year’s audit contract in the amount of \$49,400. Kelly seconded the motion. There was no further discussion. The motion passed unanimously.

Kelly is willing to stay on the audit committee. Joel is willing to serve as well, replacing Joe.

- B. **Other**
No other new business was discussed at the time.

VII. STAFF REPORTS

- A. **Project Updates** – Jacob reported the BUILD project is moving forward. We’ve been waiting on paving at the airport, which starts next week. We are still waiting for the signage and guard rails to be able to open Marine Drive back up. The heat caused issues with the rail expanding and the contractor has been doing repairs. A study is also underway to check the rails and joints. An intent to award for the crane purchase has also been issued.

The airport project has been going well. Utility sleeves are being placed right now. We’re still hitting rock in some places. The water bid has been competitive and under budget.

- B. **Maintenance Update** - Erika showed photos and Mark highlighted the projects.
- C. **See Other below* | **Financial Update** – Eileen gave the financial report.
- D. **Usage Reports** – The commission reviewed the usage report in the packet.
- E. **Other**

*-*Before the financial update, new staff members, Ariana and Angel, introduced themselves. One more part time position has been filled for the SAGE Center and one is still open.*

Lisa asked if the commission would like to hear a rotating report from the departments each month in person. John and Joe said they would like that, and the commission agreed.

VIII. OTHER REPORTS

- A. **WCVEDG** – None present.
- B. **BCDA** – None present.
- C. **ICABO** – Joel said the group does not meet over the summer.
- D. **Other** – None.

IX. FOR THE GOOD OF THE ORDER

X. UPCOMING EVENTS:

July 30	5:30 PM	City/County/Port Meeting, Heppner City Hall
July 31	4-7 PM	POM Employee and Family BBQ
August 8	9 AM – 3 PM	SDAO Board Training
August 14	1:30 PM	POM Regular Commission Meeting

XI. EXECUTIVE SESSION

Joe announcement they would go into executive session and read the following statement:
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. 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 open session was recessed by Joe at 2:15PM for a 5-minute recess. The open session will resume after the executive session for possible action.

Joe reopened the regular session at 3:34 PM.

Rick made a motion that the CDA representative for the Port of Morrow reaffirm the Port’s decision to purchase [acquisition] property from CDA as discussed on March 26, 2024, and if need be, to call for a special meeting to do so. John seconded the motion. John asked if “purchase” was the correct word. Sam Tucker replied no, the property is by acquisition. Rick corrected his motion changing “purchase” to “acquisition”. Motion passed unanimously.

Joe adjourned the meeting at 3:36 PM.

Submitted by:



Joe Taylor, Commission President



Lisa Mittelsdorf, Executive Director

Port of Morrow Commission
Public Comment Sign-in Sheet



If you are interested in addressing the Commission under the Public Comment portion of the Agenda, please sign-in below before the meeting starts. A copy of the Public Comment Policy is available to any member of the public who wishes to speak.

DATE: July 15, 2024

FULL NAME:

PHONE:

TOPIC:
