

Regular Commission Meeting
August 11th – 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: Ryan Neal, Lisa Mittelsdorf, Kalie Davis, Erika Lasater, Miff Devin, Mark Patton, Torrie Griggs, Jason Hendricks, Gabe Hansen, Jacob Cain, America Pacheco, Brooke Tolar and Brandy Warburton

By Zoom Meeting: Marcine Brangham, Tim Patton, Andrea Orcutt, Pat Tolar, Breena Beck

Visitors By Zoom Meeting: Sheryll Bates, Joanna Lamb, Melissa Lindsay, Karen Pettigrew, Aaron Moss, Jenn Rollins, Wendy Neal, Kirby Garrett, Jim Doherty and Brian Posewitz

II. APPROVAL OF MINUTES –July 14th Regular Commission Meeting Minutes

Joe moved to approve the July 14th Regular Commission Meeting minutes. Marv seconded the motion. No further discussion was had, and the motion passed unanimously.

III. OLD BUSINESS

A. Legislative Updates

Kirby Garrett reported that we submitted six earmark requests to the Senate Appropriations Committee and only our digester project was denied funding so far. He hopes to know by September if the other projects are approved. The \$1.2 trillion infrastructure package was approved by the Senate recently which includes \$550 billion in new spending on infrastructure over the next five years. The House still needs to consider the bill before it's passed.

B. CDA Update

Neither Greg Smith nor Debbie Pedro were available, so Lisa reported on the recent CDA Board meeting and meeting at the Umatilla Chemical Depot land with the Army General and B.R.A.C. Greg Smith told the General and the Army that the process needs to continue moving forward and everyone is frustrated with slow progression of the transfer. The new schedule for possible transfer is January of 2022.

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

Jacob reported that we broke ground on the bypass road on Marine Dr. for the project and the 100% design submittal was sent to U.P. today. He explained that the difference between 30% design submittal and 100% design submittal is very minimal.

D. New South Lift Station

Jacob reported that he's about 75% done with the design process.

E. Heppner Update

Mark reported that the water system is done but the electricians need to go back to finish the project and they are scheduled tomorrow to do that which will allow the water system to be operational in a week or so.

Ryan reported that he has a meeting on Monday with Morrow Development Corporation to discuss the flex space building timelines.

F. Airport Well

Miff reported that several tests were done on the well to make sure it would be operational even though it isn't straight or to the specifications needed and so far, the well has passed all tests.

G. Gar Swanson Extension

Mark reported that the paving and striping is complete, and they will be working on the streetlights and signage when they have time.

H. East Beach Utility Improvements

Mark reported that the T's arrived and Jim and his crew are there working on it now. It should take 6-8 weeks to complete the installation.

I. Flex Space Building

Mark reported that we're on schedule for an estimated completion date of end of September. Sheetrock is almost done, and painting will start next week.

J. Community Projects

Ryan reported that there's nothing new to add to the list of projects.

M. Other

No other old business was discussed at the time.

IV. NEW BUSINESS

A. SAGE Center Addition

Erika showed an architectural rendition of the expansion project and Mark explained it to the group.

B. Caboose NP 1409

Ryan explained that he received an email from Ed Glenn regarding the caboose and the four options with it. He would like the commissioners to review the options with the different costs and make a decision at the next meeting.

C. Covid update

Brandy explained that Governor Kate Brown held a press conference today with an updated mask mandate requiring masks be worn indoors starting Friday, August 13. All of our sites and facilities will follow the guideline starting today.

Lisa reported that all of the hospitals are full, and our local childcare facility had an infant test positive for COVID so to please be safe and take precautions.

D. Other

No other new business was discussed at the time.

V. STAFF REPORTS

A. Financial Update

Eileen was not in attendance, but she gave all commissioners a cash balance report and a current budget versus actual report to review. The reports were reviewed and discussed.

B. SAGE Center Update

Torrie introduced Brooke Tolar, intern for the SAGE Center to the group and had her say a few words about herself. Torrie then went over their recent activities including the number of visitors, SCI-FRI and Harvest Festival. She then went over some of the updates to the SAGE Center which included a new touchscreen display instead of a remote control, new electronic guest book, new vendor in the store and the store is online now. Torrie will be at the Morrow County Fair next week representing both the Boardman Chamber and the SAGE Center.

C. Warehousing Update

Marcine reported on the numbers for the month of July for the warehouse which were down from this time last year. Freezer capacity is at 68% currently, the cooler is at 70% capacity and the dry storage is at 99%. They had two school visits recently and have CPR renewal training coming up soon. They are struggling with railcars having mold in them recently and having to reject them.

D. Workforce Training Update

Kalie reported on her recent and upcoming activities which included NBT camp, Columbia Works summer internship program, Educator Externship program and the High School internship program that is expected to have about 60 students. She recently worked on a strategic plan for the upcoming year and will share that with the commissioners next month.

E. Maintenance Shop Update

Tim was unavailable so Erika showed current pictures of the on-going projects to the group while Mark explained the progress including the new access road for the B.U.I.L.D. project, flex space building, Heppner pump station, Marker 40 Golf Club and the AWS Think Big Space.

F. Communications Update

Erika reported on her recent activities which included taking pictures of various projects and programs around the port including the Oregon Dairy Princess visit to the SAGE Center, SCI-FRI events, NBT camp and Columbia Works Professional Development class. She's also been working on SAGE Center advertising and training videos for the freezer warehouse.

G. Golf Course Update

Pat reported on the golf course's recent numbers for the month of July which were 443 total rounds of golf played, 332 were by members and 77 were employees. Cart rentals totaled 301 and pull cart rentals were 43 total. Castlerock rented the course for 4 hours to host a private event recently and they have 18 teams scheduled for the Westwinds Tournament on August 28th and 29th.

H. Usage Reports

Staff reports on water and rail usage were reviewed and discussed. Ryan reported that the meters at Lamb Weston have been replaced so the water usage numbers are more accurate and are higher than they have been.

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 working on funding for infrastructure for the Robinson property where they hope to build 13 rental homes.

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 on August 25th and it will feature Rep. Greg Smith as the speaker. They will start Chamber After 5 monthly event again on the fourth Thursday of the month and the lunch and learn webinar series will start on September 16th. The Chamber has a new text notification system available for upcoming event reminders.

BCDA Home Buyers' Incentive program currently committed to \$210,000 payouts and that leaves only 8 qualified applications for the remainder of the year. The dog park is waiting on the fence to be installed and the grass to grow.

Tillamook sponsored a two-year fellowship for Morrow County and Aaron Moss' goal is to help with broadband for all of the Boardman zip code.

C. Other

Joanna Lamb, Executive Director for the Heppner Chamber reported on their upcoming events including the Morrow County Fair and Rodeo and the fair parade. They have started working on Christmas programs and projects for the upcoming holidays.

Karen Pettigrew, Boardman City Manager, reported that they opened the bids for the east side of Laurel Lane inter-change and the new city recorder started Monday.

Rick Stokoe asked Wendy Neal from UEC about the power shut-down information that he had heard at the recent first-responder's meeting. Wendy didn't have any information to share for the group on that, but she did share that they have just sent notice for bids out on the Olson road project.

Upcoming events –

8/18	8:30-4pm	SDAO Board & Management Training
9/15	1:30pm	POM Regular Commission Meeting

The meeting was recessed at 2:56 pm. Executive session under **ORS 192.660 (2)(e)** started at approximately 3:01 pm. There being no further business, the Regular Commission meeting adjourned at approximately 3:19pm.

Submitted by:



Rick Stokoe, Commission President



Joe Taylor, Commission Secretary

PORT OF MORROW
Regular Commission Meeting
August 11, 2021

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
Tome Guiry	SAGE Chamber/BCDA		
Brooketolar	SAGE Center		
Karen Pottogrew	City Boardman		