
Regular Commission Meeting Minutes
August 13, 2025 – 1:30 pm
2 Marine Drive, Boardman, Oregon 97818

I. CALL TO ORDER AND INTRODUCTIONS

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

Commissioners Present: Rick Stokoe, John Murray, Kelly Doherty, Joel Peterson, and Danny Kerns

Staff Present: Lisa Mittelsdorf, Eileen Hendricks, Mark Patton, Miff Devin, Tim Patton, Jason Hendricks, Anna Browne, Brandy Warburton, and Erika Morton

Visitors Present: Brandon Hammond, Karen Pettigrew, Wade Aylett, Rebecca Place, Walter Timmons, Gordon MacKenzie, Ricardo Rosales

By Zoom Meeting: (Staff) Marcine Brangham, Jessica Esparza
(Guests) John Doherty, Sam Tucker, “Now”, Jay Marlow, Jackie E., Samsung user, Kim Cutsforth, Kaleb Lay

II. PUBLIC COMMENT PERIOD – None given

III. CONSENT AGENDA

A. July 9, 2025, Regular Commission Meeting Minutes

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

Joel Peterson – Yes

John Murray - Yes

Rick Stokoe - Yes

Kelly Doherty – Yes

Danny Kerns - Yes

IV. LEGISLATIVE UPDATES – None present

V. OLD BUSINESS

- A. CDA Update** – Joel gave a brief update, but there has not been a meeting. The road project is moving forward. Jacob has been asked to sit on the committee to review bids.

- B. WIFIA Update** – Mark remarked that there isn't much to update. There is a new underwriter for WIFIA. We are hoping to negotiate some terms.
- C. CWSRF Update** – Mark stated that we received the loan agreement and it's being reviewed. Lisa remarked that there are a few terms that we would like them to remove. Eileen commented that it's a 2.56% interest rate up and 50% can be forgiven. Lisa said that we are being careful with this document because it will be amended at a later date for the entire construction project up to \$50 million.
- D. Morrow County Clean Water Consortium Update** – Kelly gave the update. There was an open house recently. A veterinarian was also available and answered questions. John asked about the outreach for the West Glen neighborhood. Lisa answered that it was still in the works. A clean water meeting will be held next week.
- E. Policy Update – Public Records Request Policy** – Brandy stated the updated version is in their packets. The policy is directly from SDAO with the addition of the words "including any legal fees incurred". John feels the policy addresses everything that has been discussed. There was a brief discussion regarding who has been requesting public records, especially regarding requests from "Procurement".
- F. Port Planning and Marketing Grant – Strategic Business Plan & Marketing** – Lisa said she was going to bring a form for approval, but there has been a change in the law, and it has been recommended that we wait until January when more will be available to apply for in the strategic planning grant. We will move forward with the marketing grant application, which will not require board action until it is ready to approve.
- G. DEQ Compliance Update** – Miff gave an update. He showed the DEQ Compliance Schedule and talked about the dates. We are on schedule.
- H. Secondary Treatment Update** – Mark highlighted the update for secondary treatment. There are 70 pages in the packet. There will be a presentation by AQUA at the next meeting, which will need about an hour. Mark and Miff answered questions from the commissioners.
- I. Other**
No other old business was discussed at the time.

VI. NEW BUSINESS

- A. Aquifer Recharge Grant** – Miff said that this grant is for the first part of the aquifer recharge project for engineering. We are overseeing the grant. Eileen asked for the grant to be officially accepted and approved for someone to sign. The commission would like to see the grant document before making that motion.

- B. MARAD Grant A19 Agreement Execution** – Mark replied that we finally have an executed grant agreement with MARAD for improvements at Terminals 1 and 3. The grant was originally from 2018. Work will take place this winter.
- C. Potable Well Heppner Industrial Park** – Mark stated we have a technical memorandum from GSI in the packet and gave a status overview. John asked when it could be completed, and Mark responded probably next spring.
- D. Other**
No other new business was discussed at the time.

VII. STAFF REPORTS

- A. Project Updates** – Erika showed photos while Mark and Tim talked about the various projects and Anna gave highlights from Sparkforce Camp. Tim answered questions regarding the maintenance projects.
- B. Maintenance Update** – The maintenance update was combined with the project updates.
- C. Workforce Training Update** – Anna gave the commissioners a one-page handout for Workforce Training with statistics along with a draft of the upcoming Port newsletter. She talked about workforce programs and answered questions.
- D. Financial Update** – Eileen gave the financial update and answered questions. The auditors will be at the Port next week.
- E. Usage Reports** – The commission reviewed the usage reports in the packet.
- F. Other**
No other staff reports were discussed at the time.

VIII. OTHER REPORTS

- A. WCVEDG** – Kim gave a report for WCVEDG. The little houses should be completed this month and will go on the market soon. More housing projects are being planned.
- B. BCDA** – There is a report in the packet.
- C. ICABO** – Joel and Mark said there will be a meeting next month. The sewer project is moving along.
- D. Other** – There were no other staff reports.

- IX. FOR THE GOOD OF THE ORDER** - Lisa talked about the Governor's luncheon. The commissioners are invited. It usually takes place right after the parade finishes.

Kelly asked if we are behind schedule on the City/County/Port meetings. Brandy said nothing had been scheduled since the previous meeting and there weren't any responses to the Lisa's email. Lisa will send an email again.

X. UPCOMING EVENTS:

September 10	1:30 PM	POM Regular Commission Meeting
September 12	12:00 PM	Governor's Lunch – Pendleton
October 14-16		PNWA Annual Convention – Vancouver, WA

XI. EXECUTIVE SESSION

John read the following statement and recessed the regular session at 2:40 PM.

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 Real Property Transactions – 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)

John reconvened the regular session and said there are two items to address. John asked Sam to comment regarding a CDA discussion they had earlier in the day. Sam asked if the whole commission had received the letter which had been delivered to the Port this morning. His recommendation is to let them review it more closely and not take action at this time. If needed, action can be taken later. There was a lengthy discussion regarding the CDA pay issue. Sam interjected and voiced concern that the letter received is a separate issue about an individual's comments being made as a port commission representative versus expressing a personal opinion and it is a different discussion than the immediate discussion regarding how funds were handled and whether it should be handled appropriately. He feels discussion regarding any return of funds to the CDA should be handled in executive session due to potential liability. It's not related to the question of the

letter received today. Joel and John said the next CDA meeting isn't until September and there would be time to discuss this in executive session if necessary.

John said action is needed on the Farm 6 Management Agreement. Mark and Lisa talked about the agreement document and answered questions. Rick expressed concern that the document isn't final.

John made the motion to approve the contract as presented today and authorize Lisa to sign. If there are changes to the presented document, the commission would like to see the document again. Rick seconded the motion. No further discussion was had. The motion passed four to three.

Joel Peterson – Yes

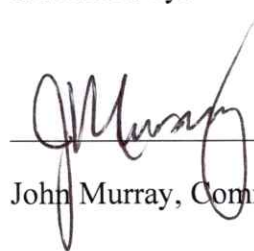
John Murray - Yes

Rick Stokoe - Yes

Kelly Doherty – No

Danny Kerns - Yes

Submitted by:



John Murray, Commission President



Lisa Mittelsdorf, Executive Director

PORT OF MORROW
Regular Commission Meeting
August 13, 2025

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS (If we don't have it)
Michael Ayleff	Rock Solid Sand and Gravel	541-571-9203	raketrushing@gmail.com
Rebecca Plase	Rock Solid Sand	541-571-9203	RockSolidSandGravel
Walter Timmons	Banner Bank	509-775-0831	walter.timmons@bannerbank.com
Gordon Mackenzie	Banner Bank	541-656-9216	gmackenzie@bannerbank.com
Ricardo Rosales	Banner Bank	541 561 7231	ricardo.rosales@bannerbank.com
Karen Pettigrew	City		

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: August 13, 2025

FULL NAME:

PHONE:

TOPIC:
