

**Regular Commission Meeting
September 15th – 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: Lisa Mittelsdorf, Mark Patton, Kalie Davis, Jason Hendricks, Gabe Hansen, Jacob Cain, Kim Rill and Brandy Warburton

By Zoom Meeting: Tim Patton, Torrie Griggs, Miff Devin, and Jessica Esparza

Visitors Present: Mike Hughes, Karen Pettigrew, Zulema Gaytan, Ethan Salata, Jeremy Gierke and Marty Broadbent.

By Zoom Meeting: Joanna Lamb, Aaron Palmquist, Kirby Garrett, Candy Chick and Weston Putman

II. APPROVAL OF MINUTES –August 11th Regular Commission Meeting Minutes

Marv moved to approve the August 11th Regular Commission Meeting minutes. John seconded the motion. No further discussion was had, and the motion passed unanimously.

III. OLD BUSINESS

A. Legislative Updates

Kirby Garrett reported that the next few weeks will be busy with four major things going on including the bipartisan infrastructure package, the \$3.5 trillion human infrastructure package or the reconciliation bill, debt limit extension, and government spending expiration. He gave a brief explanation of each of those four things and the next steps and deadlines for each. The Senate is back from recess now and we should learn shortly on our earmark submittals. Lastly, he has been in contact with PNWA regarding a letter threatening litigation that was sent to MARAD which involves our projects specifically. He will keep us updated on the progress, if any, on that.

B. CDA Update

Neither Greg Smith nor Debbie Pedro were available, so Lisa reported that the next board meeting is September 30th and a tour is scheduled for October 5th of the depot property.

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

Jacob reported that he's been working through the 100% design submittal redlines that were received back from U.P. The first set of submittals are in for the bridge

beams and he had to reject some due to them not being what was asked for in the bid documents.

D. New South Lift Station

Mark reported that he's hoping to advertise this week for the pipeline part of the project. He got a letter from HD Fowler that materials will be hard to get right now so to be prepared for that delay.

E. Heppner Update

Tim reported that the well just needs to be flushed since it has sat dormant for years. After about a week of flushing, it will be tied into the land owner's systems. All electrical work is completed.

Mark reported that he met with the county on grant opportunities recently.

The flood plain issue needs a geotech report which will cost about \$40-50 thousand more in order to proceed.

F. Airport Well

Miff reported that the well was sealed at 900 feet and is now at 1300 feet deep and the drillers are done. They will be doing a pump test in the next 2-3 weeks to show us what the production static level will be.

G. East Beach Utility Improvements

Mark reported that they are past the roundabout now and Jim's crew has about 4-6 weeks left.

H. Flex Space Building

Mark reported that we're near completion and should have occupancy on September 20th.

I. Community Projects

Tim reported that the greenhouse is almost complete and the sewer drainage in Irrigon will be moved next week hopefully.

M. SAGE Center Addition

Mark showed an updated drawing to the group and explained all changes from the original drawing including that it is now a total of 15,000 square feet. He's hoping to have final plans on the addition by January.

N. Caboose NP 1409

Jerry reported that he drove by the caboose and doesn't think it is worth trying to refurbish. Rick asked if it was possible to find someone to tear it apart for scrap metal. Mark asked Tim to find a metal scrapper to come do the work.

O. Other

No other old business was discussed at the time.

IV. NEW BUSINESS

A. Boardman Rural Fire Chief – Mike Hughes

Chief Hughes gave a PowerPoint presentation to the group about a possible partnership between Morrow County Health District and Boardman Fire Rescue. He asked for the Port Commissioners support in the partnership and that they contact Morrow County Health District Board to voice their support of the partnership.

B. Vaccine Mandates

Brandy updated the group about President Biden's recent mandate requiring vaccinations or weekly testing for any employer who has over 100 employees. Because we are a special district, we follow Oregon OSHA guidelines and not the federal guidelines. Federal OSHA will release their guidelines within the next couple of weeks and then Oregon OSHA has 30 days after that to adopt their guidelines. A group discussion was had on the mandate and the effects it will have on our employees and customers. We will discuss the issue more when we have the guidelines available, but the commissioners wanted to make clear that we value all of our employees.

C. 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. Jason and Gabe pointed out some things of interest to the group. The reports were reviewed and discussed.

B. SAGE Center Update

Torrie went over their recent and upcoming activities including the number of visitors and where they are from for the month of August, which were down from July numbers. The Think Big Space is looking good and making progress.

C. Warehousing Update

Jessica reported on the numbers for the month of August for the warehouse which were down from this time last year. Freezer capacity is at 80% currently, the cooler is at 70% capacity and the dry storage is at 99%. Marcine will be at a conference in Florida for manager's training next week. They have been working with Tillamook on their EDI system to streamline the process for them and they continue to have issues with U.P. rail cars being dirty.

D. Workforce Training Update

Kalie reported on her recent and upcoming activities which included Riverside High School's Career day, High School Internship program, Educator Externship program, Think Big Space ribbon cutting is December 2nd and the rescheduled Economic Development Summit on October 7th. She gave each commissioner a copy of the Strategic Plan for Workforce Training that her and Kim recently updated.

E. Maintenance Shop Update

Tim reported that they will be starting the Boardman Foods landscaping project soon and they just finished revamping hole one at the golf course and started the fencing there as well.

F. Communications Update

Erika was unavailable, so no report was given.

G. Golf Course Update

Pat and Andrea were unavailable, but their report was given in the packet for all. Rick went over the golf course's recent numbers for the month of August which were 378 total rounds of golf played, 328 were by members and 55 were employees. Cart rentals totaled 287. Pictures were in the packet from the recent West Winds Golf Tournament. John asked that a cost comparison be given on the golf course to the commission.

H. Usage Reports

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

G. Other

No other staff reports were discussed at the time.

VI. OTHER REPORTS

A. Willow Creek Valley Economic Development Group

Joanna Lamb reported that they had no new projects going on right now but that every city is working on a sewer project.

Heppner Chamber Update – Joanna reported that they are continuing their monthly meetings in person for now and the bike ride that was scheduled for this weekend has been canceled due to weather. They are planning on a Christmas event soon and they also have two new members, Elks and Amazon.

B. Boardman Chamber Update

Torrie reported that the chamber has 200 current members with 21 new members for the year. Their upcoming events included a virtual lunch and learn, Chamber

After 5 event and OHA and Morrow County Health Department is hosting a covid testing event soon.

BCDA Home Buyers' Incentive program is currently committed to \$300,000 in payouts for the year and that leaves only 3 qualified applications for the remainder of the year. All three basketball courts have been updated and the dog park is nearly complete.

C. Other

Karen Pettigrew, Boardman City Manager, reported that they held their workshop to discuss the process of her replacement when she retires in a year or so. Sanitary Disposal is selling out to Waste Connect but there should be no change in service or employees. They are taking down the produce stand to get it ready to move to its new location at SAGE Center.

Marv asked about the balloon ride at SAGE Center being revamped. Torrie said it's in the process of being updated with our drone footage now.

Upcoming events –

10/13 1:30pm POM Regular Commission Meeting

The meeting was recessed at 3:12 pm. Executive session under **ORS 192.660 (2)(e)** started at approximately 3:17 pm. There being no further business, the Regular Commission meeting adjourned at approximately 3:50 pm.

Submitted by:



Rick Stokoe, Commission President



Joe Taylor, Commission Secretary

PORT OF MORROW
Regular Commission Meeting
September 15, 2021

SIGN-IN SHEET

NAME PLEASE PRINT	COMPANY REPRESENTING	PHONE NUMBER	EMAIL ADDRESS <small>(If we don't have it)</small>
Zulema Gaytan		509-551-1329	
Ethan Saha	Bardman Fire Rescue	541 281 3473	Ehansaha@yahoo.com
Serany Gierke	"	"	
MATT BOGART	"	"	
Mike Acosta	-	-	
Kareem Pettigrew	city		