

Regular Commission Meeting
MINUTES
Port of Arlington
March 9, 2021
5:09 p.m.
Port Office – 100 Port Island Rd.
Arlington, OR

1. The Port of Arlington Commission meeting was called to order at 5:09 pm by President Wilson.

Those Present: President Wilson; Vice President Kennedy; Commissioner Shaffer; Commissioner McGuire; Port Manager / Economic Development Officer, Peter Mitchell; Admin. Asst. Kelly Margheim; Attorney Ruben Cleaveland;

Absent: Commissioner Hunking

Audience: Kathryn Greiner, Jeff Dane

2. Public Comment on non-agenda items – None

3. Consent Agenda:

- Approval of February 16, 2021 Commission Meeting Minutes
 - Approval of February 2021 Payables and Financials
- Commissioner Kennedy moved to approve the consent agenda and Commissioner Shaffer seconded. The motion carried 4-0.

4. President's Report: Donation request from the Arlington Saddle Club. Commissioner McGuire moved to donate \$200 to the Arlington Saddle Club and Commissioner Kennedy seconded. The motion carried 4-0
Bill Rosenbalm asked for a donation for a Pro Bass Fishing tournament. The pro bass tournament will bring a lot of exposure to Gilliam County. The tournament will be April 9th and 10th. Bill states that this should be a good boost for the County's economy and is being nationally televised. Commissioner Dewey moved to approve \$200 sponsor ship for the Pro Bass Fishing Tournament and Commissioner Kennedy seconded. The motion carried 4-0

5. Commissioner Reports – None

6. EDO Mitchell talked about the processing facility on the Mesa. EDO Mitchell stated that footprint work is being done by Pillar Engineering. President Wilson said he would like Painted Hills to come before the Port Board to give a presentation and would like it on next month's agenda. EDO Mitchell stated there was a meeting with the County Court, Senator Wyden and Senator Merkley's office. Representative Greg Smith's office and Business Oregon were also there.

EDO Continued:

There was a discussion on transportation and ODOT said there is an immediate transportation fund to help with improvements.

Discussed Judge Farrars email asking if the Port could move forward to have an IGA drafted for Willow Creek from the Ports Willow Creek fund. Attorney Cleaveland will draw a draft and will present at next Port Board meeting. The County Court is in agreeance from the February 22, 2021 meeting and would like to move forward. Administrative Assistant Margheim stated the Willow Creek fund is not a set amount and the Port updates with funds yearly for DOGAMI and Engineering. The actual funds available for future development is \$747,900. The Port is purchasing the Gronquist building with Willow Creek funds of \$200,000. That will a balance of \$547,900. in Willow Creek for Economic Development.

EDO Mitchell spoke with Chet Wilkens about the purchase of the Gronquist and the taxes will have to be paid in full before the deed can be recorded. Once the taxes are paid, he will issue a Certification of charges paid that will need to be included with the deed at the time of recording. Once the building is purchased it will become tax exempt. Any area that is rented to a private entity will become taxable.

Edo Mitchell asked the Board if they would like to inspect the Gronquist building Thursday, 3/11/2021 at 10:30am.

7. Administration

7.1 Resolution number 2021-148 to transfer funds from Willow Creek to Economic Development for the purchase of the Gronquist building. Vice President Kennedy moved to adopt Resolution number 2021-148 for transfer of funds to purchase the Gronquist building and Commissioner Shaffer seconded. The motion carried 4-0.

7.2 Meadow Outdoor Advertising – EDO Mitchell stated the Port had a three year agreement with Meadow Advertising for the Highway Billboard and the contract is up the end of March 2021. The County Court stated that they will not be granting funds this year for the advertising with the Port. President Wilson feels the Billboards serve a great purpose for the County and does not want to see them taken down, but the Port cannot carry the cost. The Consensus is the Billboards will be taken down.

7.3 Consider approval of Port Manager hiring procedure as presented. Commissioner Shaffer moved to approve the Ports timeline and general hiring

Administration Continued:

procedures for hiring of the Port manager/Economic Development Officer and Commissioner McGuire seconded. The motion carried 4-0

7.4 Consider approval of Budget Committee. The Port put notice in the Times Journal for notice of Budget Committee vacancy, but had no interest at the time of this meeting. Vice President Kennedy moved to accept the Budget Committee as presented and Commissioner Shaffer seconded. The motion moved 4-0

7.5 Consider moving the Port Board meeting date to the third Tuesday of each month. The Consensus is to move the Port Board meeting to the third Tuesday of each month starting July 20, 2021.

7.6 Consider approval of Budget calendar. Commissioner Shaffer moved to approve Budget calendar with one exception of the Budget meeting dated for May 18, move to May 11, 2021. Commissioner McGuire seconded. The motion carried 4-0.

Meeting adjourned 6:15

President Ron Wilson

Vice President Kennedy