

**Commission Meeting**  
**MINUTES**  
**Port of Arlington**  
**June 23, 2021**  
**3 p.m.**  
**Gronquist Building**  
**Arlington, OR**

- 1. The Port of Arlington Commission meeting was called to order at 3:05 pm by President Wilson.**

**Those Present:** President Wilson; Vice President Kennedy; Commissioner McGuire; Commissioner Shaffer; Port Manager / Economic Development Officer, Jeff Dane; Admin. Asst. Kelly Margheim;

**Absent:** Commissioner Hunking

**Audience:** Leah Shannon, Pat Shannon.

- 2. Public Comment on non-agenda items - None**

- 3. Discussion on Gronquist Building Lease Rates -** EDO Dane spoke with Chet Wilkins from the County Assessor's office, who assessed that Shannon's tax would be \$4,520.00 a year. The Port Board, upon discussion, agreed to a one-year lease of \$2,000.00 a month, plus triple net, reviewable after the initial one-year period. The Shannon's are to maintain and replace, if necessary, all equipment in the kitchen. The Port cannot currently split the energy bill because there is only one meter for the entire building. It was then decided the Shannon's will pay \$250.00 towards the electric bill each month. The Board agreed to have EDO Dane draw up a lease agreement and subsequently have Attorney Cleaveland look it over.

- 4. Port Board Monthly Meeting Dates -** The next Port Board meeting will be Wednesday, July21, 2021 in Condon. The consensus of the Board is to now have the Boards regular meeting the third Wednesday of each month.

Meeting adjourned 4:00 pm

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President Ron Wilson

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V.P. Dewey Kennedy