

**Regular Commission Meeting  
October 12, 2023, MINUTES  
5:00PM  
Port Office, 100 Island Park Rd., Arlington, OR**

1. **The Port of Arlington Commission meeting was called to order at 5:02pm by President Shannon.**

2. **Present**

President Leah Shannon and Vice President Ron Wilson; Commissioners: Gibb Wilkins (via zoom), and Kip Krebs; Port Director, Jed Crowther and Administrative Assistant, Kayla Rayburn

3. **Absent**

Kathryn Greiner

4. **Audience**

425-553-1603-5:07pm left 5:27pm

5. **Public Comment**

None

6. **Additions to the Agenda**

None

7. **Consent Agenda**

7.1. **Approve Regular Meeting Minutes for September 14, 2023**

7.2. **Approve September 2023 Accounts Payable and Financials**

**Motion: Wilson moved, and Wilkins seconded to approve the Consent Agenda as presented.**

**Motion carried unanimously.**

8. **Directors Report**

**8.1. Proctor Parcel**

Crowther advised the commissioners that the city planner sent back questions regarding the original plat plan submitted. He addressed the questions and named the new streets, then he resubmitted the application to the city planner. He advised one of the bigger problems, they may have to adjust, would be the Cul de sac. The city rules state, streets 200' or longer cannot end with a cul de sac in a subdivision. Commissioners discussed possible alternatives to the cul de sac in case the city denied it. Lengthy discussion ensued regarding what the next steps would be. Waiting for response from planning commission before they can move on. Crowther talked to John and Mary Sallee regarding buying a 60' right away, or a 2.5-acre lot.

**Motions: Wilkins moved, and Wilson seconded ratifying land appraisal by Colliers for 1490 Main Street, in an amount of \$1,600. Motion passed unanimously.**

**8.2. Marina Walkway Paving**

Still no quotes for the walkway, and it may need to happen in the spring because plants are getting ready to shut down for the year.

**8.3. Willow Creek Planning**

Crowther asked for a motion to put out bids for the project.

**Motion: Wilson moved, and Wilkins seconded to authorize issuance of RFP for Willow Creek Planning, in accordance with the Business Oregon Grant, to request responses qualified firms. Motion passed unanimously.**

#### **8.4. Leases**

Alpine annual contract renewal

**Motion: Krebs moved, and Wilkins Seconded to approve the lease extension with Alpine upon mutual acceptance. The motion passed unanimously.**

#### **8.5. Upcoming Meetings**

He reminded the commissioners there are several meetings coming up for both the regular commission and the Environmental Sentry Corp.

**8.5.1.** Port Meeting, Thursday, November 2, 2023, at Condon City Hall conference room, Condon.

**8.5.2.** Joint meeting with Gilliam County, Wednesday, October 18, 2023, in the lower conference room of the Gronquist Building in Arlington.

**8.5.3.** Sentry Corp public Meeting, Upcoming Condon Grade School Grant Application, Thursday, November 2, 2023, at 5:30pm in the Veterans Memorial Hall, Condon.

#### **9. Presidents Report**

President Shannon reported she attend the City of Arlington Council meeting and the planning commission meeting that was in regards to the rezoning of Columbia view estates. Especially since the new Port property could fall under that zoning.

#### **10. Commissioner Reports**

**10.1. Gibb Wilkins:** A new company in town approached him in regards to building tiny homes in Condon, the shop would manufacture them to sell. Discussion over what industry is, and the fact that it doesn't have to be big manufacturing companies to be considered industry. He was going to bring up the Hanger building as a possible location for them to work out of.

**10.2. Kip Krebs:** Lower Willowcreek Aquifer Recharge Project. He was wondering if he could get a letter of support from the Port for the project. It's a joint project with Morrow and Gilliam County. It's been ongoing since 2017 since the port started it in a different manner, but has grown to this new project. The area includes; just a couple miles short of Lone and goes all the way to the Columbia River. There was consensus with all the commissioners for Jed to write a letter of support on behalf of the Port.

**10.3. Ron Wilson:** nothing at this time.

#### **11. Executive Session ORS 129.660(2)(e): To conduct deliberations with the persons designated by governing body to negotiate real property transactions.**

**11.1. President Shannon opened Executive Session at 5:39pm.**

**11.2. President Shannon closed Executive Session at 5:51pm.**

There were no decisions or actions taken from Executive Session.

#### **12. Upcoming Meetings**

**12.1.1.** Port Meeting, Thursday, November 2, 2023, at Condon City Hall conference room, Condon.

**12.1.2.** Joint meeting with Gilliam County, Wednesday, October 18, 2023, in the lower conference room of the Gronquist Building in Arlington.

**12.1.3.** Sentry Corp public Meeting, Upcoming Condon Grade School Grant Application, Thursday, November 2, 2023, at 5:30pm in the Veterans Memorial Hall, Condon.

**13. Adjourn Meeting**

**President Shannon adjourned The Regular Commissions meeting at 5:52pm.**

---

President Leah Shannon

---

Vice President Ron Wilson