

Regular Commission Meeting
MINUTES
Port of Arlington
January 12, 2021
5 p.m.
Port Office – 100 Port Island Rd.
Arlington, OR

1. The Port of Arlington Commission meeting was called to order at 5:00 pm by President Wilson.

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

Absent: Vice President Kennedy;

Audience: Commissioner Shannon

2. Public Comment on non-agenda items- None

3. Consent Agenda:

- Approval of November 10 , 2020 Commission Meeting Minutes
 - Approval of November and December 2020 Payables and Financials
- Commissioner Hunking moved to approve the consent agenda and Commissioner Shaffer seconded. The motion carried 4-0.

4. Presidents Report:

President Wilson shared a thank you card from the Woolery for letting them use the Flex building for the Octoberfest.

President Wilson shared an invitation for the Port to join the City of Condon's annual retreat on January 22, 2021 via Zoom. The City will be focusing on Housing, telecommunication and goals. Consensus was for one or more of the Board members to join if possible.

President Wilson had a brief meeting with Commissioner Shannon, and was very impressed. Commissioner Shannon will be attending future Port meetings and would like to be the liaison between the County Court and the Port.

5. Commissioner Reports:

Commissioner Shaffer stated he listened in to the last County Court meeting and the RRED zone was approved for a three year tax abatement.

The County Court vote was 2-1

6. The Arlington High School is asking for a donation to go towards a new digital sign in front of the school, replacing the Pepsi sign. Commissioner McGuire moved to approve a \$250 donation and Commissioner Hunking seconded.

The motion carried 4-0

7. EDO Report

EDO Mitchell stated the Flex building is leased to Alpine Power Systems. The building is being used for storage of battery backups. The lease is a two year lease with a one year option. Alpine Power will be installing a loading dock.

Bathroom Replacement project update:

EDO Mitchell handed out bid documents and drawings for the bathroom project. Jeff Schott with Pillar Consulting will be putting the project out to bid this week to all bid centers and the Times Journal for site work. There is a mandatory pre bid meeting at the Port office on January 26, 2021 at 11am. The State has a contract with CXT Concrete Buildings so the bathroom component is pre bid for the modular units. When project is complete the Port will be ADA compliant.

There are no updates at this time on the Malt plant.

EDO Mitchell submitted a proposal for project Kamino. The Port is still in the running. The site selection consultant will announce on January 22, 2021 if the Port is on the short list. This project would take two thirds of the Port's property on the Mesa if the Port is site is selected.

EDO Mitchell is still working with Arlington Towing to assist him find a suitable site for an auto recycling center. The recycle center will bring many good paying jobs to the community.

Mike McArthur with Community Renewable Energy Association (CREA) says the Port is now signed up with the organization.

EDO Mitchell announced his desire to retire. EDO Mitchell would like his last day to be June 4, 2021 but is flexible. Commissioner Hunking said we need to start the recruitment process and hiring procedures. The Port has many tools to help with the process including support from Special Districts Association Office in Salem. The Board will discuss how to proceed at the February meeting.

President Wilson would like to have a workshop on January 26, 2021 at 4pm to discuss the big picture and the process of hiring a new Port Manager / EDO Officer. Attorney Cleaveland stated that the board can discuss options at a workshop and then make a motion at the February meeting.

Meeting adjourned 5:58

President Ron Wilson

Commissioner Shaffer