**Port of Arlington**

**Budget Hearing**

**Tuesday, June 11, 2019**

**5:00 pm**

**Port Office, 100 Island Park Rd., Arlington, OR**

A public hearing was held by the Port of Arlington Board of Commissioners regarding adoption of the FY 2019-20 Budget. The hearing was for the purpose of taking public comments on the budget approved by the Budget Committee on May 14, 2019.

1. Open Public Hearing – 5:02 pm; The budget hearing was opened by President Wilson
2. Ask for public comment - None
3. Close Public Hearing – The hearing was closed at 5:03 pm

**Regular Commission Meeting**

**M I N U T E S**

**Port of Arlington**

**June 11, 2019**

**5 p.m.**

**Port Office**

**Arlington, OR**

**1. The Port of Arlington Commission meeting was called to order at 5:03 pm by President Wilson.**

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

**Absent:** None

**Audience:** Judge Laura Pryor; Tony Price

**2. Adopt Resolution 2019-141 approving FY 2019-20 Budget –** Commissioner Hunking moved to approve Resolution 2019-141 adopting FY 2019-20 Budget and Commissioner Fitzsimmons seconded. The motion carried with a vote of 5-0.

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

**4. Consent Agenda:**

* Approval of May 14, 2019 Commission Meeting Minutes
* Approval of May 2019 Payables and Financials

Commissioner Kennedy moved to approve the consent agenda and Commissioner Fitzsimmons seconded. The motion carried 5-0.

**5.** **Presidents Report:** President Wilson presented two donation requests.Donation request from Columbia Basin High School Rodeo Club. Commissioner Kennedy moved to donate $125.00 to Columbia Basin High School Rodeo Club to be split, $62.50 North Gilliam County and $62.50 to South Gilliam. Commissioner McGuire seconded. Motion carried 5-0. Arlington Community Chamber Show N Shine donation request. Commissioner Fitzsimmons moved to donate $100 to Arlington Community Chamber Show N Shine to be paid in July. Commissioner McGuire seconded. Motion carried 5-0.

**6. Commissioner Reports**: None

**7.** EDO Mitchell asked for guidance on the Small Business assistance program. In the past years the County Court has granted $40,000 for the program. This year the funding is $20,000. There was a Board consensus that for the next fiscal year the program will be decreased to maximum award of $5,000 per approved grant.

**8. Economic Development / EDO Report:**

Summer Youth Job Results – Jacob Shandy was will be returning this summer for the summer youth maintenance position. Jacob was an excellent worker for the Port last summer.

The Port is working with several industrial processing and storage facilities prospects. One prospect, Project Palm Tree expressed interest in the Shuttler Station site and the Grain Lab. The company needs the lab for quality control and also a 10,000 square foot building for storage and processing. Client has an immediate need for a 10,000 square foot building. County Court Commissioner Wilkins is talking directly with the client.

Irrigation Project has lots of moving pieces. Principally, the project is now in search of water rights.

The Port’s Railroad Avenue Depot project now has FEMA base elevation so design and final permitting can advance forward. Vernon Gray is designing the building, Pillar Consulting is developing the site plan, and China Creek Construction will be the builder. The project will be complete local effort.

Island Park Bathroom Project grant awards will be announced June 18th. The Port will know then if we will receive the grant for the bathroom project.

Unites States Coast Guard Concrete Pad on West End of Island Park – Channel Marker USCG removal. Tabled until next Port Board meeting July 7, 2019.

A-Town Throw Down will be different this year. The Port is sponsoring a video (VLOG) contest with an entry deadline July 31, 2019. There will be a first, second and third prize. The winners of the Video contest will be announced at the Summer Concert August 3, 2019. The Port will use the footage on the web to promote the Port of Arlington and the City. The Port is also assisting the Arlington Community Chamber in hosting a three on three basketball tournament event July 27, 2019. Commissioner Hunking moved to award $1500.00 to the winners of the video (VLOG) contest and to present the winner at the Summer Concert and $500.00 to the Arlington Community Chamber for sponsorship of the basketball tournament. Commissioner McGuire seconded. Motion carried 5-0

**9. Administration**

9.1 Personnel Action forms: COLA increase for signatures; new hire PAF for signature. The forms were signed by President Wilson and Vice President Kennedy

9.2 Maintenance Applications – The Port received two qualified applications for the maintenance position. Both applicants were interviewed by President Wilson and Commissioner Kennedy. Gilbert Gutierrez was selected for hire June 6, 2019.

9.3 Auditors will be at the Port office July 11, 2019.

9.4 **Adopt Resolution 2019-142 Special Districts Volunteer Resolution –**

Commissioner Hunking moved to adopt Resolution 2019-142. Commissioner Fitzsimmons seconded. The motion carried 5-0.

9.5 May 2019 Special Election – Commissioner Hunking moved to accept election results Resolution 2019-142. Commissioner Fitzsimmons seconded. Motion carried 5-0

9.6 Commissioner Hunking moved to accept Pursuant to ORS 255.295(2) and ORS 254.548 Arlington Port, District 3 (East Condon) position is hereby declared vacant. Commissioner McGuire seconded. The motion carried 5-0

**10.** Executive Session per ORS 192.660(2)(g) ORS 192.660(2)(g): To consider preliminary negotiations involving matters of trade of commerce in which the governing body is in competition with governing bodies in other states or nations.

**Recess to Executive Session at 5:48 pm.**

**Break for Dinner 6:14 pm – 7:40 pm**

**Reconvene to Executive Session at 7:40 pm**

**Reconvene to Regular Session at 8:00 pm**

**Action following Executive Session:** Attorney Cleveland was directed to prepare a draft lease for W.I. Construction, Inc. for review by all parties. The payment amount is $10,300 / year lease payment with a 3% increase yearly for five years and $0.80 royalty per ton with a $0.01 increase per ton / yearly for five years. Attorney Cleveland will also prepare First Right of Refusal option. Commissioner Hunking moved to have Attorney Cleveland prepare lease agreement and first right of refusal agreement. Commissioner McGuire seconded. Motion carried 4-0.

Meeting adjourned 8:25 pm

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President Ron Wilson V.P. Dewey Kennedy