

Regular Commission Meeting
August 10, 2023, MINUTES
5:00PM
Port Office, 100 Island Park Rd., Arlington, OR

1. **The Port of Arlington Commission meeting was called to order at 5:01 pm by President Shannon.**

2. **Present**

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

3. **Absent**

Kathryn Greiner

4. **Audience**

Becky Bryant, Cori Mikkalo

5. **Public Comment**

none

6. **Additions to the Agenda**

none

7. **Consent Agenda**

7.1. **Approve Regular Meeting Minutes for July 13, 2023**

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

Motion: Wilkins moved and Krebs Seconded, to approve the Regular Meeting Minutes for July 13, 2023, and July 2023 Accounts Payable/Financials. The Motion passed unanimously.

8. **Directors Report**

8.1. Strategic Business Plan-Final Adoption

Crowther Welcomed Becky Bryant (Business Oregon) who helped with the grant for the Strategic Business Plan (SBP), and Cori Mikkalo who was hired to write the SBP. He wanted to thank and commend Cori for her work on this project, and what she produced. One item that Becky noticed that needed to be added, is a paragraph that Cori will add, which was Additional funding source, Business Oregon's Special public works fund.

Motion: Wilson moved, and Krebs seconded to adopt the Port of Arlington's 2023 Strategic Business Plan. The motion passed unanimously.

8.2. Willow Creek Technical Assistance Planning Grant

Outreach to the core and tribes for the location. Discussion regarding uses for the rail/freeway.

Motion: Wilkins moved, and Wilson seconded to approve contract No. 21-23-715-J with Business Oregon for the Willow Creek Planning Grant in the amount of \$50,000.00 and authorize Jed Crowther to sign associated documents.

8.3. Other Projects/Properties Update

8.3.1.

Proctor Property: Received an initial plat for the proctor property from Anderson and Perry, and some suggestions were made to send back for some restructuring. There was a consensus from the commissioners that the port will do the infrastructure and try to market the properties to developers.

8.3.2.

Walking Path: Marina walking path paving project has a grant, but no bid from contractors yet. Leah suggested just having Gilliam County do the paving, and that would be looked into.

8.3.3.

Dock repairs: there needs to be some work done on the fire suppression station located on the docks.

8.3.4.

Police Station: Gary Bettencourt is aware of the plans that were developed for the new possible Police station and would like to keep moving forward with construction. Crowther thinks that would be a good conversation to have at the joint meeting with the county coming up.

8.3.5.

Arlington Sign: Crowther Stopped and talked with Sign Men in Pendleton. The Estimated cost for repairs and relighting would be \$100,000.00. The commissioners are considering commissioning an artist to paint a mural instead of repairing the sign.

8.3.6.

Potential Trainings: Board Training in boardman September 13th, 9-2 at the port of Morrow in Boardman, OR. There is also a Hanford tour for elected officials and Ports from Oregon on September 7th, at the Hanford Department of Energy facility in Richland, WA.

9. Presidents Report

Nothing to report but a few questions regarding new potential leases for the properties at the Mesa. Crowther advised there was interest shown from the NDA company in the Insitu building. The Hanger building was being looked at, but the possible tenant is pursuing funding through the small grants committee and doesn't have the funding yet to commit.

10. Commissioner Reports

10.1. Ron Wilson: nothing to report.

10.2. Gibb Wilkins: talking with a nonprofit, and they are looking at buying a building in Condon with asbestos. He doesn't think they would need the Sentry Corp's help.

10.3. Kip Krebs: Basketball tournament was great and had the biggest participation thus far with plans to expand it even more next year. There was both out of town and in town participation for the tournament.

11. Executive Session ORS 129.660(2)(e):

12. President Shannon Opened Executive Session ORS 129.660(2)(e) at 6:24 pm

13. President Shannon Adjourned Executive Session at 6:38pm

14. Decision or deliberations of Real Estate Transactions

No action needed from Executive Session.

15. Upcoming Meetings

15.1. Commission Meeting

Thursday, September 14, 2023, at 5pm at Port of Arlington.

15.2. Board Training

Wed, Sept 13, 2023, from 9:00am to 2:00pm, at the Port of Morrow.

16. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 6:39pm.

President Leah Shannon

Vice President Ron Wilson