**Port of Arlington**

**Budget Hearing**

**Tuesday, June 12, 2018**

**5 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 2018-19 Budget. The hearing was for the purpose of taking public comments on the budget approved by the Budget Committee on May 8, 2018.

1. Open Public Hearing – 5:00 pm; The budget hearing was opened by President Wilson
2. Ask for public comment - None
3. Close Public Hearing – The hearing was closed at 5:01 pm

**Regular Commission Meeting**

**M I N U T E S**

**Port of Arlington**

**June 12, 2018**

**5 p.m.**

**Port Office**

**Arlington, OR**

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

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

**Absent:** Commissioner Fitzsimmons

**Audience:** Jack Ingram, Gene Williamson (5:35 pm)

**2. Adopt Resolution 2018-140 approving FY 2018-19 Budget –**Commissioner Kennedy moved to approve Resolution 2018-140 adopting FY 2018-19 Budget and Commissioner Hunking seconded. The motion carried with a vote of 4-0.

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

**4. Consent Agenda:**

* Approval of May 8, 2018 Commission Meeting Minutes
* Approval of May 2018 Payables and Financials

Commissioner Kennedy moved to approve the consent agenda and Commissioner Hunking seconded. The motion carried 4-0.

**5. Chairman’s Report:** President Wilson told the Board the Port received a Certificate from the Arlington Saddle Club in appreciation for the donation. The Port also received a Thank You letter from Laura Pryor for the flowers and attendance at Earl Pryor’s memorial service.

Donation Request – Arlington Community Chamber Show N Shine. Commissioner Hunking moved to approve a donation of $100, to be paid in July, and Commissioner McGuire seconded $100. Motion carried 4-0

**6. Commissioner Reports**: None

7. **Small** **Business Assistance Grant Applicatio**n – Jennifer Tilton, Small Town Gossip Mobile Food Cart – EDO Mitchell said Ms. Tilton called him and asked to reschedule for the next Board meeting in July. President Wilson tabled this item to the July 10th meeting.

8. **Executive Session per ORS 192.660(2)(e)**

**Recess to Executive Session at 5:15 pm.**

**Reconvene to Regular Session at 5:52 pm**

**Action following Executive Session:** Commissioner Hunking moved to renew W.I. Construction, Inc. lease for an additional year for the Willow Creek Quarry adding an assignment and sub-lease clause. Commissioner McGuire seconded. Motion carried 4-0.

**9. Economic Development:**

9.1 EDO Report

Gilliam County Court Funding Request – The Port was awarded grant funds for Port projects in the amount of $250,000. Following a second meeting with the County Court, an additional $100,000 was awarded for the Irrigation Project Feasibility Study.

Summer Youth Job Results – Jacob Shandy was hired for the summer youth maintenance position.

Irrigation Project Update – The City will need to prove up their water right, anticipated up to 8 cu. President Wilson said he has been speaking with Les Ruark regarding this project. Mr. Ruark has expressed concerns with the Port’s “process” and also the Exploratory Committee. Attorney Cleaveland said he would like to speak with Mr. Ruark to discuss his concerns but his messages are never returned. EDO Mitchell said he had preliminary discussions with Gary Neal about an MOU to extend the project into Morrow County. Commissioner Kennedy said he has heard from many people that they do not want Gilliam County water and monies being used in Morrow County.

Flex Building Project Update – The building frame is up, insulation installed, and the roofing is going on. Rotschy is working on sewer and water taps. The City will pay for the change order to move the building water meter access out to Airport Road.

Island Park River access Improvements Update – EDO Mitchell is continuing to search for a contractor. A $4,000 grant from Gorge Wind Association will be forthcoming when their logo or some of advertising is displayed.

Island Park Bathroom Project Update – New layouts for the boat parking lot from Marine Board were handed out. To date, none of the Marine Board drawings are suitable. The Marine Board told EDO Mitchell, they cannot spend any more time on this design. EDO Mitchell said Flowing Solutions, Andy Jansky, is going to take a look at it.

A Town Throw Down June 16th Update – There could be wind this year. The All-Day Event will take place in the Earl Snell Park with food, drinks, and a live band. The competition will take place at the A Town Throw Down launch area when the wind allows.

Break for Dinner 6:10 pm – 6:30 pm

Meeting cont’d:

**10. Administration**

10.1 Executive Session per ORS 192.660(2)(h)

Recess to Executive Session at 6:45. Reconvene to regular session at 7:05 pm

Action following Executive Session: No final decision was made.

10.2 Hangar Building Property Taxes – Following discussion, Commissioner Hunking moved for the Port to pay the back taxes accrued by the former tenant. Commissioner McGuire seconded and the motion carried 4-0. The Port will take steps with the Assessor’s Office to make sure this doesn’t happen again. The Port will include language in all new leases that the tenant must provide a receipt to the Port showing their taxes have been paid.

10.3 Admin. Asst. Job application review process, Interview Committee, Interview schedule. After reviewing the applications, candidates were selected by the Board for interviews. Staff will prepare and interview score sheet that includes a Comments column. After discussion, Interviews will be held on June 20th, from 1 to 3 pm in the Port Office. The Interview Committee will consist of Commissioner Kennedy, Commissioner McGuire, Denise Ball, Pam Rosenbalm, and Alcenia Wright.

10.4 Advisory Committee status – Staff advised the Board that all terms for the Advisory Committee have expired. After discussion Commissioner Hunking moved that all Advisory Committee positions will be dissolved. Commissioner Kennedy seconded and the motion carried 4-0. Staff will notify Don Williamson and thank him for serving. Mr. Williamson’s attendance at future Port meetings is welcomed.

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

President Wilson asked EDO Mitchell if he had an update on the Mesa Group and their occupancy status in the Hangar Building. EDO Mitchell said they will be moving out of the facility within the next few months unless the State law changes.

Meeting adjourned 8:00 pm

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President Ron Wilson V.P. Dewey Kennedy