

Regular Commission Meeting
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.

Present: President Leah Shannon, Vice President Ron Wilson; Commissioners: Kathryn Greiner (via Zoom), Gibb Wilkins (via zoom), Kip Krebs, Jed Crowther; Port Director, and Kayla Rayburn; Admin. Assist.

Absent:

Audience: Cori Mikkalo (via zoom)

2. Public Comment

none

3. Additions to the Agenda

none

4. Consent Agenda

4.1 Approve Regular Meeting Minutes for November 10, 2022

No discussion

4.2 Approve November 2022 Accounts Payable and Financials

No discussion

Motion: Commissioner Wilson moved to approve the regular meeting minutes for November 10, 2022, and the November 2022, accounts payable/financials, motion seconded by Commissioner Wilkins. Motion passed unanimously.

5. Director Report

5.1 Strategic Business Plan

Crowther sent an RFP to 8 firms with a deadline for submission by November 30, 2022, there were no submittal by the November 30th deadline. He reached out to all the firms after deadline by phone, and now has 3 credible submittals: BTS Associates, Maul Foster Along, and Fair Winds Consulting, LLC. Shannon would prefer to use a local company if possible. Cori Mikkalo Owner/Lead Consultant of Fair Winds Consulting, LLC, who attended the meeting by zoom stated she has not made a strategic business plan, but she has done strategic plans with her experience in the air force, which is why she is bringing in a financial advisor, Brittany Dark; United Front Financial Coaching, for the project if she was chosen. The advisor served on the strategic business plan team for MCP. There is a 25% match the port will have to put in. Greiner also stated she was in favor of Fair Winds Consulting and liked the idea of a local firm that knows the area. After a lengthy discussion the board agreed to choose Fair Winds Consulting, LLC.

Motion: Commissioner Wilson moved to accept Fair Winds Consulting, LLC's plan and bid as presented for the Port of Arlington's Strategic Business Plan, motion seconded by Commissioner Greiner. Motion passed unanimously.

5.2 Arlington Mesa

The city is reviewing the LOI from the NDA company and are having their engineer and lawyer look over the proposal. As of now the port is waiting to see what they decide. Crowther stated he has

taken a step back and is waiting to hear from them and what role the city would like him to take moving forward.

5.3 Condon Grade School

The Port has contracted with Maul Foster Along, per last meetings motions. In the meantime, Crowther will be seeking the Brownfield grant, and county grants to help finance the Phase I environmental study. The city of Condon has already done a major part of the work for the Port to now expand on and keep moving forward.

5.4 EV Charging Stations Application

The port did not receive the grant for the EV charging stations. There was a high volume of applications submitted. The amenities surrounding the cars are limited where the charging stations would have been located. There is also some complexity having to go through the Corp for approval of charging stations.

5.5 Insurance Options

John Anderson walked through the Ports Policy and the properties with Jed Crowther and Kayla Rayburn this last week. There is an opportunity to save some money with a slightly higher deductible. Greiner is comfortable raising the deductible to \$1000. There is a consensus during the discussion to raise the deductible to \$1,000. Crowther will contact Anderson to make the changes on the Port's policy.

5.6 Events & Promotion

Crowther participated in the Main Street events in both Arlington and Condon and felt there was a good turnout in both cities. There may be some developments that come from the Main Street event, but too soon to tell. He advised there was an inquiry to hold a sailboat event for a sailing club sometime in July. The Board was intrigued by the prospect and were eager to hear more details as they developed with the idea of the Port expanding on it.

5.7 Enterprise Zone Designation

Crowther felt it would be best if it was worked by Gilliam County. Approved modifications with their Enterprise Zone manager. They run a few webinars on how it is run. In his opinion the county has the best resources to run this program. As businesses look at developing here, they need that certainty.

6. Presidents Report

President Shannon announced she was contacted by Bryan Walsh with Avengrid. He is very interested in donating money to the Sentry Corp. In her opinion the money can be used for the Condon grade school. Avengrid didn't spend a lot in the county the first time they had a development project here, which had negative feedback for them. She stated has her letter of interest ready for the PCDC, and from what she has heard it sounds like they are already interested in adding her to the board. There is another NDA company who is very interested in coming into the county, and they are specifically looking at 12 acres owned by the county. This could potentially bring in another 175 employees into the county. The company has shown specific interest in being close to WM, with the use of the Rail, and other resources that would be available to them. There is a lot that looks intriguing to them, but there is still the crisis within the county of the lack of housing. Shannon was thinking to potentially use Sentry Corp to purchase the derelict housing and buildings around town, with the intention of flipping them, so they are back on the market/useable. Greiner said this is a good idea, but afraid they may run into the same problem as Condon, that the owners will not want to sell. Overall, all the entities need to work together, and move forward.

7. Commissioner Reports

Krebs: is working on airports improvement but he is waiting on a bid back from Doug Potter, and then he can put a plan together and present it to the city. Wilson- attended the county/city/port meeting and was very happy with it. Wilkins- there is some talk to expand the Centre Corps core purpose, and to do that they would have to file an amendment for article 2. Greiner-nothing new, but curious where we are at with the 2 leases discussed at the last meeting. Crowther visited with Jack, and he is coming here for a meeting one Monday, December 12th. Ruben sent them a letter. Ruben has also sent Paul Jayo a

letter and the building is being cleaned up, but he still has cars outside. Greiner stated she also attended the joint meeting, and the city wasn't happy, and she would like to have a meeting in 2023 with the city of Arlington and the Port so we can clear the air and really determine the roles for each entity moving forward. To start rebuilding a cohesive relationship moving forward.

8. Email

Kayla Rayburn advised the Commissioners with the ongoing email issues the Port has been having lately sending/received emails they are looking into a different provider. She has obtained a quote with Microsoft but would like to hear Solutions IT's presentation to the City of Arlington next week before moving forward. The Commissioners felt this was a good idea and advised to keep moving towards a switch to resolve the issues.

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

Not needed at this meeting.

10. Next Meeting

Next meeting will be Thursday, January 12, 2023, at 5:00pm in Arlington.

11. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 6:00pm.

President Leah Shannon

Vice President Ron Wilson