

Regular Commission Meeting
Thursday, June 13, 2024, MINUTES
5:00PM
City of Condon, 128 S. Main St, Condon, OR

1. The Port of Arlington Commission meeting was called to order at 5:06pm by Vice President Wilson.

Present: Vice President Ron Wilson; Commissioners: Kathryn Greiner Gibb Wilkins, and Kip Krebs (via Zoom); Port Director, Jed Crowther and Administrative Assistant, Kayla Rayburn

Absent: President Leah Shannon

Audience: Anna Cavaleri, Carson Valley (left 6:01pm)

2. Public Comment-none

3. Consent Agenda

3.1. Approve Regular Meeting Minutes for May 9, 2024.

3.2. Approve May 2024, Accounts Payable and Financials

Motion: Greiner moved, Wilkins seconded, approve Regular Meeting Minutes for May 9, 2024, and May 2024 Accounts Payable and Financials. Motion passed unanimously.

4. Director Report

4.1. Willow Creek Industrial Plan- Site Analysis Report

Jed Welcomed Carson Valley and gave a brief update on the new report provided by Points Consulting and asked Carson to share any thoughts regarding the report. Carson discussed the report and information they have gathered regarding the residents; work status (coming in vs going out) and who is the biggest employment private/public entities. Greiner stated her concerns about rail and river at Willow Creek, due to the issues the Port has had in the past trying to incorporate the river. Lengthy discussion followed regarding what was possible with the sight. Greiner wants to know if it's feasible to drill a well there or because of all the rock is it even a possibility. Krebs said that we could drill a well, it would just take the correct permit, and then the monitoring of the well. He stated he feels confident any well that is drilled at the location will hold its water. Krebs reiterated again he thinks it's in the best course to drill the well there no matter what direction the Port decides to go with the property. Wilkins stated he is concerned about the strict new well policies in the state. Wilkins also stated we need to contact the water master now if that is something that is being considered, and Carson advised the Port Commissioners that is something they could look into as part of their study. Wilson thinks developing the rock quarry would be in the best interest and makes the most sense for the space. There was a strong agreement amongst the commissioners to develop partnerships with the Tribes and Union Pacific no matter which direction is chosen to pursue. There is a town hall scheduled Wednesday June 26, at 6:00pm, in the lower Gronquist building to present the site, and opportunity for the public to comment.

4.2. Alkali Ridge

Crowther has draft plans for the Alkali Ridge subdivision, Brad Beard let him know the bid packet is about 80% complete. Brad has spoken to the city to keep them in the loop and advised them to upsize the water line into Columbia Ridge estates during development. They would need to say so now; to put it in the plans and they would pay a portion. The Port is still working on the best option to purchase the property from the Sallee's. They need the best way to do that, so that the Port has acknowledgement of purchasing the property and then donating it to the city. Anna Cavaleri

stated she reached out to Gilliam county's planning consultant and is waiting to hear back from them. The chain of title should go from Sallee's to the Port, and then the Port can dedicate the road to the City of Arlington. The other issue is how the County is going to record the change of the property tax lot lines.

4.3. Redistricting Process

Anna thanked Greiner for Chad Jacobs information, an attorney in Portland. She stated this process is a lot more complicated than originally thought. The population is usually what dictates the zoning. Oregon Kitchen table is who Hillsboro worked with to redistrict, and Portland state university. She stated we need to have clear communications with the community as to why we are wanting the rezone and get their input on it. She did look into if there can be "at large commissioners", She did reach out to SDAO and is waiting to a response back from them to see what the criteria of it is. Overall, she stated it is a lot more complicated than just having both the Port and the County signing off on a redistricting like originally assumed. Wilkins and Greiner talked about the voting zones, and methods that are done for other election districts in Gilliam County. Anna recommended reaching out to Oregon Kitchen Table and Portland state University for a price/process, and timing for this. Mid-decade rezoning is not common, but it can be done. Crowther asked Anna if she would reach out to them on behalf of the Port, and she would provide a memo for the next meeting in July. She stated she would also reach out to Oregon League of cities for advice as well.

4.4. City Columbia River Pump Station

Crowther wanted to state for the record both are public entities, and advised Kayla Rayburn, Port Administrative Assistant, is currently a city councilor. Previously Brad Baird presented it to the Port Board and showed them a specific area the city would like to use for the pump station. Negotiation would be for fair compensation for use of the space. Leah, Anna, and Jed met with the City of Arlington representatives, Jeff, Denise, and Ruben. There would need to be a legal access agreement put in place for the pump station being put on Port property. There could be conflict with the MCP lease and there needs to be clarification on the boundary they are leasing. It was stated the city gave them 30 acres up on the mesa previously. Crowther views this as a new and separate transaction. Greiner stated The Port paid the City monthly for that property, so it was deeded, but eventually paid for over the years. Discussion followed regarding draft access agreement, for the city to be able to run a test drill, and clarifying this agreement does not interfere with the MCP lease. If test is successful, then the port and city can go into negotiations.

4.5. Marina Walkway Paving

Nearly complete, it's good to see it finally come to fruition.

4.6. Budget

4.6.1. Resolution 2024-163-Approving Fiscal Year 2024-2025 Budget

Motion: Greiner moved, Wilkins seconded to approve Resolution 2024-163 Fiscal Year 024-2025 Budget. Motion passed unanimously.

4.6.2. Affirm Salary Increases as established within the Budget

Motion: Greiner moved, Wilkins seconded, to approved salary increases as established within the budget, 6% cost of living for Jed Crowther and James Metzker, 4% merit pay increase for James Metzker, and advancing Administrative Assistant Kayla Rayburn to Business and Operations Manager at \$28 hourly rate. Motion passed unanimously.

Port meeting recessed by Vice President Wilson at 6:33pm.
Port meeting was reconvened by Vice President Wilson at 6:41pm.

5. Presidents Report, Leah Shannon
None, absent from meeting.

6. Commissioner Reports

6.1. **Ron Wilson**-nothing

6.2. **Kip Krebs**- basketball tournament is coming up, so he is asking for \$500 this year and expanding another age group. Asking about the Condon Parade will the Port be attending.

6.3. **Gibb Wilkins**- flooded the old grade school when sprinklers were turned on, but it is dried out now. There may be a small leak over the old gym they are looking into. Advised the Sentry Corp. were selected for the \$780,000 EPA Brownfield grant and are working on the agreement/acceptance to be awarded the full \$780,000.

6.4. **Kathryn Greiner**- nothing

7. Executive Session ORS 129.660(2)(e): Not needed.

8. Next Meeting

Will be July 11, 2024, Port of Arlington Office at 5:00pm

9. Adjourn Meeting

Vice President Wilson adjourned The Regular Commissions meeting at 7:05pm.

President Leah Shannon

Vice President Ron Wilson