

MINUTES
Port Commission Meeting
Port of Arlington
August 8, 2017
Port Office
Arlington, Oregon

- 1. The Port of Arlington Commission meeting was called to order at 5:04 pm by President Wilson.**
Those Present: President Wilson; Commissioner Fitzsimmons; Commissioner Hunking; Commissioner McGuire; Port Manager/ Economic Development Officer, Peter Mitchell; Admin. Asst. Denise Ball
Absent: Commissioner Kennedy
Audience: Alan Cunningham, Cory Lundgren, Lynda Davis, Bill Rosenbalm
Oath of Office was administered by President Wilson to Rod McGuire.
- 2. Public Comment on non-agenda items-** None
- 3. Consent Agenda:**
 - Approval of July 18, 2017 Commission Meeting Minutes
 - Approval of July 2017 Payables and FinancialsCommissioner Fitzsimmons moved to approve the consent agenda and Commissioner Hunking seconded. The motion carried 4-0.
- 5. Chairman's Report:** Donation request from Columbia Basin High School Rodeo Club. Commissioner Fitzsimmons moved to donate \$125, with half from the south end and half from the north end of the County. Commissioner Hunking seconded. Motion carried 4-0.
- 6. Commissioner Reports:** None
- 7. Economic Development:**
 - 7.1 Arlington TV Coop
 - 7.1.1 Fiber project update - Alan Cunningham told the Board the project is two weeks away from start of final splicing. Customers are signing up and installation to the home will be happening soon. Federal law requires that 85% of the Coop's customers be members of the Arlington TV Coop. Their pricing includes the \$100 membership fee for those not already members of the Co-op. Customers are able to pay the membership in installments.
 - 7.1.2 Fiber to the Mesa Cost Estimate – Discussion on the Das-Co quote of \$14,760 to run the fiber to the Mesa. The City of Arlington will contribute \$6,000. The Port's share is \$8,760. In addition the Port will need to decide how to distribute the services for the office and the RV Park. Commissioner Hunking moved to pay the Arlington TV Coop \$8760 for the fiber project and Commissioner

Fitzsimmons seconded. Motion carried 4-0.

7.2 Small Business Assistance Grant Quarterly Reports:

7.2.1 Cory Lundgren Trucking presented his final quarterly report on the grant he received for his trucking business. Copies of the report were handed out to the Board. Mr. Lundgren was hauling RV's but, unfortunately, he discovered there is no profit in this type of trucking business. Mr. Lundgren said he will be paying the Port back. He realizes the money was a grant but he said he is not the type of person to take the money, fail in his endeavor, and keep the money. He appreciated the Port's support throughout the grant process.

7.2.2 Bill Rosenbalm Mobile Mechanic Service – Mr. Rosenbalm provided the board with an update on various components of his business and progress report on the execution of his business plan. Mr. Rosenbalm also discussed the upcoming Bass Fishing Tournament this Sunday, Aug 13, 2017. He asked if the Port would consider a donation to the event. Commissioner Hunking moved to give \$500 to the Oregon B.A.S.S. Federation Nation for the fishing tournament August 13th. Commissioner Fitzsimmons seconded. Motion carried 4-0.

7.3 Flex Building Update – Port Manager Mitchell provided an update on the Flex Building Project. The Board was satisfied with the progress and approved having Jeff Schott submit the Site Plan application for review by the City Planning Commission. EDO Mitchell will be talking to the City Council tomorrow night regarding a comprehensive storm water containment plan for the entire Industrial Park.

7.4 Island Park Bathroom and Utilities – Master plan drawings were handed out to the Board. The Engineering cost estimate from Anderson Perry was also provided to the Board. Discussion took place regarding the utility extension to the west end of the Island, the lift station upgrade or replacement, and new restrooms and showers. EDO Mitchell will discuss the project with the Marine Board to determine if grant opportunities are available for engineering and construction.

The Port Board and Staff emphasized that the truck turn around area is a number one priority and nothing will be proposed that would impede or impact truck traffic in that area.

7.5 Capital Facility Plan; Strategic Business Plan – A Capital plan is necessary for the IGA with Business Oregon. A proposed Capital Plan was provided to the Board. Mitchell also reviewed the 2013 Goals, the majority of which have been completed. No action was taken on the Capital Facility Plan.

Recess for Dinner 6:30 pm – 6:45 pm

7.6 EDO Report – EDO Mitchell reviewed his report with the Board. The City of Arlington and A-Town throw down videos were viewed by the Board. The videos are on the Port of Arlington website under the Marina heading and

also on the Port of Arlington Facebook page. As of today, over 7,000 viewers have seen the video. This type of social media advertising is very instrumental in helping the Port advertise our recreational opportunities for a minimal cost.

8. Administration

September meeting date discussion. It was decided that our next Port meeting will be Thursday, September 14th in Arlington.

Meeting adjourned 7:12 pm

President Ron Wilson

V.P. Dewey Kennedy

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