**M I N U T E S**

**Port Commission Meeting**

**Port of Arlington**

**July 18, 2017 5 pm**

**Gilliam County Courthouse**

**Condon, Oregon**

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 Fitzsimmons; Commissioner Hunking; Port Manager/ Economic Development Officer, Peter Mitchell; Admin. Asst. Denise Ball; Attorney Will Carey; Advisory Member: Don Williamson

**Absent:** Rod McGuire

**Audience:**  K’Lynn Lane

The Oath of Office was administered by Attorney Carey to Commissioners Ronald Wilson and Kevin Hunking.

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

**3. Consent Agenda:**

* Approval of June 13, 2017 Commission Meeting Minutes
* Approval of June 2017 Payables and Financials

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

1. **Chairman’s Report:** President Wilson told the Board he reviewed the IGA with the Court on July 5th and that no action was taken. The Port received a donation request from Gilliam County Auction Committee. Commissioner Fitzsimmons moved to donate $100 and Commissioner Kennedy seconded. Motion carried 4-0.
2. **Commissioner Reports:**  Commissioner Kennedy told the board that the crack sealing is done. The Chip and Fog seal cannot take place until August 7th. The partial Grant monies were predicated on the project to be completed by July 31, 2017. EDO Mitchell will contact the Marine Board to discuss this situation and ask for an extension.
3. **Economic Development:**
   1. EDO Report: EDO Mitchell presented the draft video of Rod Parmenter from the A-Town Throw Down event. The video is nearing completion and will be posted on the Port’s web site and Facebook page when complete.

EDO Mitchell reviewed items in his EDO Report:

The County’s Industrial Concrete Batch Plant had no bids but they are still pursuing possible tenants.

Progress is being made on the rail car repair facility as well as a new rail siding.

Brad Baird will be meeting with EDO Mitchell to review plans for bathrooms and infrastructure. The Port is seeking a plan and cost estimate.

MCGG is removing their propane tank from the Port’s Railroad Avenue property. Their lease will be terminating as soon as the tank has been removed.

The Pro Bass fishing derby will be held on August 19th at the Port. Bill Rosenbaum is heading up the tournament. Plans for the day are still unfolding.

Oregon Public Ports Association list of legislative accomplishments for the 2017 session was handed out.

* 1. Launch site name discussion: Consensus was to use the name “A Town Launch” with additional language “Made possible by Port of Arlington, Gilliam County, and Mid-Columbia Wind Surfing Association”. Commissioner Hunking moved to purchase a plaque with the installed cost of $1850.00 and Commissioner Kennedy seconded. Motion carried 4-0.
  2. Fiber Optic line to Mesa Industrial Park: EDO Mitchell told the Board he should have hard numbers by the August meeting.

**8**. **Lease Renewal Willow Creek Quarry –** Commissioner Hunking moved that the lease for the Willow Creek Quarry be renewed for a one year term and Commissioner Fitzsimmons seconded. Motion carried 4 -0.

**9. Administration**

9.1 Annual Housekeeping

9.1.1 Designate monthly meeting date, time, and place; currently the second Tuesday of each month at 5 pm with the January, April, July, and October meetings held in Condon. Commissioner Hunking moved that the monthly meeting date, time, and place remain the same and Commissioner Fitzsimmons seconded. Motion carried 4-0.

9.1.2 Designate Newspapers of record, Attorney of record, Depositories of record, and CPA firm of record; currently the Time Journal and East Oregonian, Attorney of Record is the firm of Will Carey, Depositories of record are the Bank of Eastern Oregon and the Local Government

Investment Pool, and CPA firm of record is the Oster Professional Group.

Commissioner Hunking moved that the Newspapers of record, Attorney of Record, Depositories of record, and CPA firm of record remain the same and Commissioner Kennedy seconded. Motion carried 4-0.

9.1.3 Appoint Budget Officer for 2017-2018 Fiscal Year Commissioner Hunking moved to appoint Denise Ball as Budget Officer for FY 2017-18 and Commissioner Fitzsimmons seconded. The motion carried 4-0.

9.2 Port Commission Election of Officers for President, Vice President, and Secretary/Treasurer. Commissioner Fitzsimmons moved that President Ron Wilson, Vice President Dewey Kennedy, and Secretary/Treasurer Kevin Hunking remain in their positions for the FY 2017-18 and Commissioner Kennedy seconded. Motion carried 4-0.

Port Commissioner Meeting adjourned at 6:07 pm

Next meeting is Tuesday, August 8th, 5 pm in the Port office.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President Ron Wilson V.P. Dewey Kennedy

**ENVIRONMENTAL SENTRY CORP**

**ANNUAL BUSINESS MEETING**

**July 18, 2017 5 pm**

**Gilliam County Courthouse**

**Condon, Oregon**

The meeting was called to order by President Dewey Kennedy at 6:07 pm.

There was no public comment.

The minutes of September 15, 2016 were approved by a motion from Director Hunking and a second by Director Wilson. Motion carried 4-0.

Election of Officers: Director Wilson moved that President Dewey Kennedy, Vice President Kevin Hunking, and Secretary/Treasurer Ron Wilson remain in their positions and Director Fitzsimmons seconded. Motion carried 4-0

The meeting was adjourned 6:09 pm

Next meeting will be July 2018 unless new business warrants an earlier meeting.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President Dewey Kennedy V.P. Kevin Hunking