

Regular Commission Meeting
MINUTES
5:00PM
Port Office, 100 Island Park Rd., Arlington, OR

The Port of Arlington Commission meeting was called to order at 5:03pm by Vice-President Wilson.

Present: President Leah Shannon (zoom), Vice President Ron Wilson; Commissioners: Kathryn Greiner, Gibb Wilkins, and Kip Krebs (zoom).

Absent:

Audience: Wade Johnson, Pat Shannon (zoom), Les Ruark (zoom), and Leah Watkins

1. **Public Comment-** Les Ruark wanted to go on record that he appreciated being able to attend.
2. **Additions to the Agenda**
none
3. **Consent Agenda**
 - 3.1 Approve Regular Meeting Minutes for June 9, 2022
 - 3.2 Approve June 2022 Accounts Payable and Financials

Motion: Wilkins and Greiner moved to approve the Regular Meeting Minutes for June 9, 2022, and the June 2022 Accounts Payable and Financials. Motion Carried.

4. Presidents Report

President Shannon didn't have anything new to report at this time but asked Crowther about the research regarding the electric car chargers and was advised he was planning on talking about that in his report later.

5. Commissioner Reports

Wilkins-talked to the county court about rezoning our districts. Stated there was no OR regarding zoning, so she suggested talking to our lawyer and looking at our bylaws to make the suggested changes. He also suggested getting the publics opinion to weigh in on the rezoning before they made anything official, but at this time it looks like it will be a resolution to change the bylaws. Discussion followed how they wanted to structure the rezoning and what exactly they wanted on the agenda. There was concern voiced about getting participation from both the North and South ends of the county. Greiner-she was approached again regard the Condon Airport and getting water accessible there. The second matter was the industrial land not being used currently that the City of Condon owns, stating she has discussed it with Jed so he could investigate it with them. Wilson- nothing at this time. Krebs-dropped off call.

6. Director Report

6.1 Select Audit Firm

Crowther provided quotes and information for a few auditors, but in his opinion, he felt Pauly, Rogers and Co., P.C. would be the best fit. He came to this conclusion because auditing is their primary function, and they are not an accounting firm that does audits.

Motion: Greiner and Wilkins moved to hire Pauley, Rogers Co., P.C. for the Port of Arlington's new Auditing Firm. Motion carried.

6.2 Award Bids

6.2.1 Diversified-SMART Board/Stand/Owl: \$9,056.82

6.2.2 Knerr Construction- (3) Double-Door Mullion Installations: \$7,200.00

Motion: Wilkins and Greiner moved to award both the quotes, Diversified and Knerr Construction as provided, for the material to be covered by the grants awarded to the Port of Arlington from Gilliam County.

6.3 Electric Vehicle Charging Stations

Crowther stated he had investigated the charging stations and possible location around town for them. On Port property, the Gronquist building would be a good location and a more centralized location, down at the city park. President Shannon asked if there is a possibility to partner with the city, and put more than one in. There was a consensus these are good opportunities to look into further.

6.3 Outreach

The port will research and prepare submittal package by September, discussion followed regarding what would be appropriate to put into the packages to give to the representatives for both the Condon and Arlington airports. Greiner wanted to make it clear that the Condon Airport is not in the city limits and out of the city's jurisdiction. Wilkins and Greiner stated the city could provide water, but they cannot provide sewer. The Arlington airport is showing interest in paving the landing strip. The match is about 5% down, Greiner's concern was the city backed out last year and we need to make sure they want it paved before moving forward. The grants are very interested in remote locations and geared ideally for Arlington and Condon. There will be a different funding stream for both airports. Questions arose that if the runway gets paved will there then need to be paved roads put in place with water/sewer for development. Greiner asked if there was a plan in place to get the city on board with the airport. She also said that the Willow Creek funds were already marked for that project and approved, so there was agreement that it could still be used for that project. Crowther will set up a workshop with the city after he has done some research. There has also been continued discussion with the company they were required to sign a NDA with who showed interest in the MESA, and they are estimating in the next month they will be able to come forward with some proposals.

6.4 Gilliam County

The County Court inquired if the port would be interested in having a joint workshop with the court on August 17th, around 1:00pm. Commissioner Shannon asked what exactly was requested for the workshop. Crowther advised regarding the Willow Creek Fund, and the NDA company. Crowther suggested we do the Port meeting the same day immediately following the workshop.

6.5 Maintenance

James was able to replace the stolen fake grass by the windsurfer launch pad. He has finished mowing the empty lots of weeds up at the mesa with a loaned mower from the city of Condon and Crowther has asked Gibb for an invoice for the use. This brought up the discussion that a new piece of equipment may be necessary for larger area maintenance. President Shannon asked about a long-term plan to potentially purchasing a trailer, a brush hog, etc. Wilkins brought up the fact its more attractive for potential investors/buyers when maintained well. Asked about purchasing policy and public contracting. Getting a policy about limits for board approval for purchasing.

7. Annual Designations & Appointments

7.1 Monthly Meeting-Date, Time, and Place (Second Thursday at 5pm)
(Primarily Port of Arlington; Condon City Hall in March, June, and October)

7.2 Newspapers of Record (Times-Journal and Eastern Oregonian)

7.3 Eliminating the Eastern Oregonian

7.4 Attorney of Record (VanKoten & Cleaveland)

7.5 Depository of Record (Bank of Eastern Oregon and LGIP)

7.6 Budget Officer (Kayla Rayburn)

7.7 Port Commissioner- Election of Officers (President, Vice-President, Secretary)

7.8 Current: President-Leah Shannon, VP-Ron Wilson, Secretary-Kathryn Greiner

As a group the commissioners are fine with keeping the officers the same. Les Ruark thinks it's a mistake to drop the East Oregonian as one of the Newspapers of Record and feels like they should keep it. Greiner stated that if we list both then we are obligated to post notices in both. Ruark stated that if the Port needs to publish more controversial matters in the Eastern Oregonian as well when they arise.

Motion: Greiner and Wilkins moved to approve the Monthly Meetings, Newspapers of Record; with the exclusion of the Eastern Oregonian, Attorney of Record, Depository of Record, and Budget Officer as presented. Motion Carried.

Motion: Wilkins and Krebs Moved to retain the same acting officers that are already in place; Leah Shannon as President, Ron Wilson as Vice President, and Kathryn Greiner as Secretary. Motion Carried.

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

not needed at this time.

9. Decision or deliberations on Real Estate Transactions

Nothing to discuss at this time.

10. Next Meeting

Commission Meeting Thursday, August 11, 2022, at 5 P.M., Located at the Port of Arlington, is the original meeting schedule, but it would most likely be changed to August 17th, at 1 P.M., and located at the Gronquist building. Crowther would confirm tomorrow with Judge F. and send out a notice.

11. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 5:58pm.

**Environmental Sentry Corp
Minutes
Immediately Following Port of Arlington Commission Meeting
Port Office, 100 Port Island Road, Arlington, OR 97812**

President Gibb Wilkins called the Environmental Sentry Corp meeting to order at 5:58pm.

1. Approval of Minutes
2. Election of Officers

Motion: Wilson and Greiner moved Wilkins remain President and Krebs for Vice President and Greiner as Secretary for the Environmental Sentry Corp. Motion carried.

President Leah Shannon

Vice President Ron Wilson