



Thursday, August 14, 2025, at 5:00 pm
Location: Gronquist Building, Lower Conference Room
1650 Railroad Ave, Arlington, OR

Join Zoom Meeting

<https://us02web.zoom.us/j/9537854875>

Meeting ID: 953 785 4875

+16699006833,,85648511236# US (San Jose)

+12532158782,,85648511236# US (Tacoma)

Regular Commission Meeting Agenda

Thursday, August 14, 2025

- 1. Call Meeting to Order**
- 2. Additions or Corrections to the Agenda**
- 3. Public Comment on Non-Agenda Items**
- 4. Consent Agenda:**
 - a. Approve Regular Meeting Minutes for July 10, 2025
 - b. Approve July 2025 Accounts Payable and Financials
- 5. Director Report**
 - A. Alkali Ridge Subdivision
 1. Construction
 2. Final Plat
 3. Marketing
 - B. Hangar Building Lease
 - C. Sierra Pacific License Agreement
 - D. RV Park & Moorage Fees
 - E. Other
- 6. President Report**
- 7. Commissioner Reports**
- 8. Executive Session (Placeholder) ORS 192.660(2)(e):** To conduct deliberations with persons designated by governing body to negotiate real property transactions.
- 9. Decision or deliberations on Real Estate Transactions (Placeholder).**
- 10. Next Meeting –**

Commission Meeting – Thursday, September 11, 2025, at 5 pm at City of Condon.
- 11. Adjourn Meeting**

Port of Arlington Environmental Sentry Corp Meeting

August 14, 2025 immediately following Port Meeting

1. Call Meeting to Order
2. Approve Minutes for July 31, 2025
3. Condon Grade School – Environmental Remediation
4. National Brownfield Conference Report
5. Adjourn

**Regular Commission Meeting
July 10, 2025, MINUTES
5:00PM Port of Arlington Office
100 Port Island Road, Arlington, OR**

1. The Port of Arlington Commission meeting was called to order at 5:00pm by President Leah Shannon.

Present: President Leah Shannon and Vice President Ron Wilson; Commissioners: Kathryn Greiner, Gibb Wilkins, and Kip Krebs; Port Director, Jed Crowther, Kayla Rayburn, and Attorney Anna Cavaleri

Absent: Sone

Audience: Judge Kari Hayter

2. Public Comment- none

3. Additions or corrections to agenda

President Shannon stated they were going to move the board appointment and Oaths of Office ahead of the consent agenda.

4. Board Appointment (Kip Krebs)

President Leah Shannon stated The Port of Arlington published and noticed a vacancy for position number 4. Received 1 letter of interest from Kip Krebs, who has served by appointment for the last 2 years. Shannon read the letter of interest into record that was received. Shannon would like to recommend Kip Krebs to fill the open position.

Motion: Wilson moved and Greiner seconded, to appoint Kip Krebs into the vacant number 4 Commission position for the Port of Arlington. The motion passed unanimously.

5. Oaths of Office (Leah Shannon, Kathryn Greiner, Ron Wilson, Kip Krebs)

The Port had Judge Kari Hayter to administer the oaths of Office for the Port of Commissions pursuant to ORS 777.135(3). Judge Hayter swore Leah Shannon, Kathryn Greiner, Ron Wilson, and Kip Krebs into the positions of Commissioner for the Port of Arlington.

6. Consent Agenda

Wilkins asked about the Two Dogs bill and what it was, Rayburn stated it was for the work done on the bathroom's backflow that feeds the West end grass. It froze over the winter and took a while to get a plumber in to repair it. Rayburn also explained there was an over payment to the attorney of about \$1,000 and it will be credited on the account. Greiner asked about the Silvercreek bill and what it was. It was explained it was the last of the work done at the former Insitu building for the doors to separate the offices from the warehouse.

6.1. Approve Regular Meeting Minutes for June 12, 2025

6.2. Approve June 2025 Accounts Payable and Financials

Motion: Wilson moved, and Greiner seconded to approve the consent agenda. The motion carried unanimously.

7. Annual Designations & Appointments

7.1. Monthly Meeting-Date, Time, And Place

Shannon asked about possibly moving the Arlington location permanently, so there was more room, and it wouldn't deter people from attending due to space. Changing to the Lower Conference Room of the Gronquist.

7.2. Newspaper of Record (The Times Journal)

7.3. Attorney of Record (Jaques Sharp, Anna Cavaleri)

7.4. Depository of Record (Bank of Eastern and LGIP)

7.5. Budget Officer for 2025-26 (Kayla Rayburn)

7.6. Port Commission- Elect of officers

Motion: Krebs moved and Wilkins seconded Leah Shannon for Port of Arlington President. Motion passed unanimously.

Motion: Wilkins moved and Greiner seconded Ron Wilson for Port of Arlington Vice President. Motion passed unanimously.

Motion: Shannon moved and Wilkins seconded Kathryn Greiner for Port of Arlington Secretary. Motion passed unanimously.

8. Director Report

8.1. Alkali Ridge

Crowther included photos in the packet of construction thus far, he also sent these out to the City Council to keep them updated. The water hydrant is still able to be used, but the gate valve is extra. Crowther talked to Brad Baird, and the city would most likely like to purchase it from us. Electrical powerline needed lower, so they could properly grade Columbia View. Pacific Power isn't doing their lines yet, but this one needed to be completed before construction could continue. First invoice received being about 22%, and it's under his impression under the award of bid he has authority to review the invoices and authorize payment. We had one complaint early on regarding dust, but since then have not received any complaints. Bolen is doing very well to stay on top of dust and looking at the schedule they are about a month ahead of schedule for completion currently. Greiner asked when the lots are complete, is the Port required to have hearings to sell the property. Cavaleri stated she didn't think a Port was required to but would double check. There were questions surfacing about the lots price, and usability. Discussion about marketing, and builders for the property, and what other entities have done to market, and sell lots. Multiple commissioners agree the Port needs to focus on Multifamily housing. Lengthy discussion followed regarding lot potential and option. Cavaleri suggested and RFI (request for investment) with plans on what they would do with the property. Crowther appreciates all the input and teamwork to keep the project moving.

8.2. Visioning

He thinks it's important to keep the vision and progress of the port to keep moving forward. He thinks this is why the projects are starting out successful.

8.2.1. Investment

The Port's primary focus should be industrial. The Port has strayed a bit, but there was a demand for housing needed, and the Port was able to take that role when private sector was unable to. He does think this was good for the community, but the Port will want to get back in the lane of Industrial. We have made more progress at Willow Creek to drill a well. The Mesa we were able to sell 30 acres and a building, instead of the shadow Platt of 2-acre chunks. Now we need to think of how to reinvest that money into industry. Greiner did state there are 7 acres of industrial property for sale we could purchase in the South end of the County. There is work we could help with on the Condon Airport. Wilkins said it could be a property we could purchase and manage, Rayburn stated there are multiple Ports that due own airports.

8.2.2.Collaboration

Crowther stated we try to maintain good public relations and be involved with other entities like the County and Cities. We aren't trying to compete with them, but we are a County wide Port and are trying to support all the entities in the County. He does try to send out news and articles that affect us to all the Commissioners. Like errors reported in the media, like the error in the paper regarding the sale of the property. Crowther stated he was active to ask The Times Journal for a correction that it was not the Port who sold 400 acres, but the City of Arlington. He asked for a formal correction and there was one in the next weeks addition.

Letter from Council President Ball, a request on the behalf of Arlington Childcare for a donation. Multiple commissioners felt if the daycare sent a letter for a specific ask it would be easier to assist them instead of a blanket ask from a 3rd party. They wanted Crowther to write the Daycare a letter, if they have a specific request to write it up for the Port, and cc Denise on the response. Cavelari asked if there was a formal request policy in place, and she suggested having one as well as a formal form for them to fill out, it would also make it easier to track. Crowther showed some signs that he is making for the fair booth, and market/shows the County's citizens what the Port has been up to, project wise, on both ends of the County.

8.2.3.Structure

Due to the different strengths each Commissioner brings, the Port is collectively able to work together and move forward with how they work together. The Port looked into redistricting, because of the layout that is currently in place not working well. They wanted to change it to 2 Commissions from the North, 2 Commissioners from the South, and 1 at large. There was some struggle with redistricting, so they paused because of the elections. Now that they are over, The Port would like to look back into. There may be a vote in the County to accomplish this. The Ports goal is to have as equal representation as it can from both ends of the county still. Shannon asked about the other Special Districts, and if they have the same voting boundaries. Greiner asked about the County Boundary. Cavaleri is going to investigate boundaries, and dive into existing boundaries, she's going to check with SDAO, and the Ports bylaws.

8.2.4.Other (Fee Schedule)

The Army Corp of Engineers were here for the annual inspection, and the Park host stated the Port was underselling, and has too low rates. We needed to increase our rates, and be up there up there with Boardman and Umatilla. There was a general consensus the prices needed to increases.

9. Presidents Report, Leah Shannon

Attended the City Council Meeting last night, and was curious how the wells were progressing. The water system design is 80-90% completed. They are going to bid it in the fall. They have been able to get 1000 gal/min with no draw down. They are permitted by the Railroad and waiting for the Corp permitting. There was some discussion about if they need to up the power supply to get more power put here for a future build/office. She also discussed the enhancement line item, and we may need to tap into that as well for development. She also wanted to piggyback off Jed, and how well the Commissioners are working together. She wanted to emphasize as well, like Jed, that this is a County-wide port, we may want to work on moving to the Port of Gilliam rather than the Port of Arlington. Has an idea she is working on, it is potentially more property to purchase that is industrial. It has potential to be a few things.

10. Commissioner Reports

10.1. Ron Wilson- nothing

10.2. Kip Krebs- After 7 years, after what the Port of Arlington started, has finished the Aqua recharge study 1. There is a monocline South of Cecil, and because of this all the water levels have declined South, last meeting with stakeholders is what kind of design, and what would be most feasible. They are brainstorming to potentially go after feasibility study number 2. Basketball tournament is this month, with 3 teams signed up. The tournament is on July 26.

- 10.3. **Kathryn Greiner-** Went to the roundtable held by the County, they seemed very open to giving some money out of different line items. If you have a good project, tap into it.
- 10.4. **Gibb Wilkins-**nothing

11. Next Meeting

Commission Meeting- Thursday, August 14th, 2025 at the Gronquist lower conference room.

12. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 7:09pm.

President Leah Shannon

Vice President Ron Wilson



DIRECTOR REPORT

August 11, 2025

AGENDA ITEMS

5A. Alkali Ridge Subdivision

1. Construction

Work is advancing by Bolen Construction; on-time, on-budget, and consistent with plans. Timely electrical power connections and layout also sync with construction installations. A recent electrical plan by Pacific Power will add about \$40,000 cost, and this work is a logical progression of development, that wasn't part of the original construction contract.

2. Final Plat

Anderson-Perry is finalizing the Final Plat. It is consistent with the previously approved Tentative Plan. It also incorporates as-built features, such as central cul-de-sac position and suitable transition into Columbia View Estates.

3. Marketing

In our previous meeting, we discussed the idea of preparing a Request for Interest (RFI) to evaluate various development options and recruit interested developers and builders. Upon further review, I would recommend going directly to a Request for Proposals (RFP) advertisement to hire a reputable realtor, with clear direction to market the lots.

My reasoning is that the Port has already done the hard part, by obtaining plan approval, managing subdivision design and bids, and moving ahead with infrastructure installation. As a result, the lots will be legally created and immediately marketable, by October 2025.

Market pricing would likely involve two tiers of prices, based on subdivision layout:

- View Lots – The hillside ½-acre-plus size, exceptional-view lots, for single-family.
- Workforce – The front 3.5-acre northeast parcel for higher density development.

Ultimately, the board will decide the price point of the individual lots; and allow various options for multiple lot sales. This background preparation will assist the marketing effort. The Port would then definitely benefit from professional expertise to effectively market the property to developers, home builders, workforce contacts, etc.

Up until now, it may seem like a slower marketing pattern, but we have been strategic to allow construction to happen first, because the lots will show more value with roadways and services in place. In addition, by statute, we cannot market the properties for sale until they become legally-created lots (to be accomplished by recording Final Plat).

In summary, the Port could start with an RFI (to explore various development options); or move directly to an RFP to select a realtor. Qualified firms could respond positively by either method, to work together effectively. I welcome input and direction by the Board.

5B. Hangar Building Lease

The Hangar Building Lease is on the schedule for review in August 2025. It began at a very low rental rate, with the goal of having the building occupied, rather than vacant. Now, the board should decide whether to extend the lease, and to adjust the monthly rate up to market level. We do have new interest from another company to utilize a portion of the larger 10-acre parcel, so it may be prudent to narrow the focus of the Hangar Building Lease to that specific building, leaving the remaining portion of the parcel (Lot #701) available for other development and use.

Port of Arlington, August 14, 2025 Port Board Meeting, Director Report by Jed Crowther

5C. Sierra Pacific License Agreement

A Draft License Agreement was prepared for the use of the northern-most portion of Lot #702 on the Arlington Mesa, as a drone launch site. This location is vacant land only, located directly north of the former Insitu building, now occupied by Alpine and soon by Aerovel also.

5D. RV Park & Moorage Fees

Last month, comparative rates were presented with other similar campgrounds in our region, with a general recommendation for increased fees. We have not finished preparing a Resolution for consideration yet, but we did connect with a firm that could make and track the reservations. Another detail to insert in the Resolution is to establish suitable length-of-stay limits in dry camp. I would recommend capping maximum stay length at 1 to 2 months, since longer-stay use tends to become problematic for cleanliness and perceived permanency, rather than temporary use. For RV sites, we will continue to follow the worker waiver previously allowed as a pilot program by US Army Corps of Engineers, but extended stays should be capped at not more than 1 year.

5C

LICENSE AGREEMENT
Between Sierra Pacific and the Port of Arlington
for use of real property (Alpine Building)

DATE: _____, 2025.

PARTIES: Sierra Pacific ("Sierra")
[Add.] _____
[Add.] _____
Primary Contact: _____
PH: _____
Email: _____

Port of Arlington, ("Port")
a port district of the State of Oregon
P.O. Box 279
Arlington, OR 97812
Primary Contact: Jed Crowther, Executive Director
PH: (541) 705-2004
Email: jed.crowther@portofarlington.com

RECITALS

A. Port owns real property located at 1500 Airport Road, in Arlington, Oregon, Gilliam County Map and Taxlot No. 03N21E00-00-00702 A1, (the "Property") along with improvements on the Property consisting of a commercial building, paved access and parking area including a covered canopy, and security fencing.

B. That interior office space of the commercial building and the land lying directly north of and outside of fenced commercial building area are unoccupied as of the date of this License Agreement, and Sierra desires to use the northern most approximately 1.0 acre of the Property, north of and outside of the fenced area (the "Licensed Area"), as shown on Exhibit A attached hereto, on a temporary basis during the Term as defined hereinbelow, to conduct unmanned aircraft flight testing.

C. Port desires to allow Sierra to use the Licensed Area for unmanned aircraft flight testing on a temporary basis during the Term as defined hereinbelow.

NOW, THEREFORE, in consideration of the mutual agreements of the parties, the Port and Sierra agree as follows:

Section 1. Use of Licensed Area: Sierra may use the Licensed Area for unmanned aircraft flight testing on a temporary basis during the Term as defined hereinbelow, at times mutually agreed to

by Port and Sierra, but generally between the hours of 7:00a.m. and 6:00 p.m. local time on any day of the week, so long as Sierra's use of the Licensed Area does not disrupt or interfere with the quiet use and enjoyment of tenants located on the Property or occupants of neighboring properties. Communications establishing the mutually agreed upon time(s) Sierra may use the Leased Area will be documented in writing, acknowledged and accepted by both Sierra and the Port, not less than three (3) business days prior to Sierra's use. Such written communications can be conducted via electronic mail sent to Port's designated agent, Executive Director, Jed Crowther (email: Jed.Crowther@portofarlington.com), and Sierra's designated agent, (Title) _____, (Name) _____ (email: (email address) _____).

Section 2. License Fee. Sierra shall pay Port a "License Fee" of Five Hundred and No Dollars (\$500.00) for the use of the Licensed Area during the term of this Agreement. The License Fee shall be paid by Sierra to Port in advance within three (3) business days of the Effective Date via check payable to the Port of Arlington and delivered to the Port's office, located at 100 Port Island Road, in Arlington, OR or delivered by mail to the Port's address as set forth hereinabove. Sierra shall be responsible for and shall pay all applicable taxes, including but not limited to sales tax, use tax, and property tax, associated with the use of the Licensed Area and the License Fee, if any, unless otherwise explicitly stated herein or required by law. All payments made by Sierra hereunder shall be made without set-off, counterclaim, or deduction for any reason whatsoever.

Section 3. Effective Date, Term, and Termination. This Agreement becomes effective upon the last date of a party's signature hereinbelow (the "Effective Date"); however, specific times for use by Sierra shall be as mutually agreed pursuant to Section 1 of this Agreement. The term of this Agreement shall commence on the Effective Date and expire at 6:00 p.m. local time on Friday, August 29, 2025 (the "Expiration Date"). This Agreement may be terminated prior to the Expiration Date by either party upon not less than ten (10) days prior written notice.

Section 4. Terms of Use:

A. The use of the Licensed Area granted herein is a temporary license granted to Sierra and shall not be construed as a lease or a conveyance of any right or interest in the Property other than for the limited purpose stated herein.

B. Port and Sierra agree that this license is subject to and subordinate to all leases, easements, conditions, agreements, and restrictions affecting the Property and existing as of the Effective Date of this Agreement, as well as any leases, easements, conditions, agreements, and restrictions affecting the Property that the Port may enter into after the Effective Date of this Agreement. If the Port enters into any leases, easements, conditions, agreements, or restrictions affecting Sierra's use of the Premises after the Effective Date of this Agreement and throughout the Term of this Agreement, Port will provide Sierra with reasonable, prior written notice of the lease(s), easement(s), condition(s), agreement(s), or restriction(s) and Port will work with Sierra to make reasonable accommodations to enable Sierra's use of the Licensed Area subject to the new lease(s), easement(s), condition(s), agreement(s), or restriction(s).

C. Upon completion of Sierra's use of the Licensed Area, Sierra shall remove all of its personal property and restore the Licensed Area to the condition it was in prior to Sierra's use.

D. The license granted hereunder shall not be assigned to any other party.

Section 5. No employee/employer relationship: The parties agree that this Agreement does not create an employee/employer relationship between the parties. No party is responsible to any other party for any federal or state taxes applicable to any compensation or payments made under this Agreement. Any services provided pursuant to this Agreement are not eligible for any Federal Social Security, unemployment insurance, or workers' compensation benefits from any one party to any other party to this Agreement.

Section 6. Liability and Indemnification: Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, and the Oregon Constitution, each party agrees to hold harmless, defend, and indemnify each other, including its officers, agents, and employees, against all claims, demands, actions and suits (including all attorney's fees and costs) arising from the performance of this Agreement where the loss or claim is attributable to the negligent acts or omissions of that party.

Section 7. Insurance: Sierra shall provide a certificate of insurance naming the Port of Arlington as an additional insured, with coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate.

Section 8. Compliance with Laws: Each party agrees to comply with all local, State and Federal ordinances, statutes, laws and regulations that are applicable to the services provided under this Agreement.

Section 9. Attorney Fees: In the event of any action or proceeding to enforce the terms of this Agreement, the prevailing party shall be entitled to recover its reasonable attorney fees, in addition to costs and disbursement, at arbitration, trial, and on appeal.

Section 10. Final Agreement; Modification: This writing is intended both as the final expression of the Agreement between the parties with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. Although this Agreement may be changed by subsequent review, amendment, or modification, such changes must be in writing and signed by both parties' duly authorized representatives.

Section 11. No Third Party Beneficiaries: This Agreement shall not create any rights or benefits to parties other than Sierra and Port.

Section 12. Counterparts: This Agreement may be executed in one or more counterparts, including by signature pages delivered in electronic format, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

[Signature Page to Follow]

SIERRA:

By: [Enter Authorized Signatory's Name and Title]

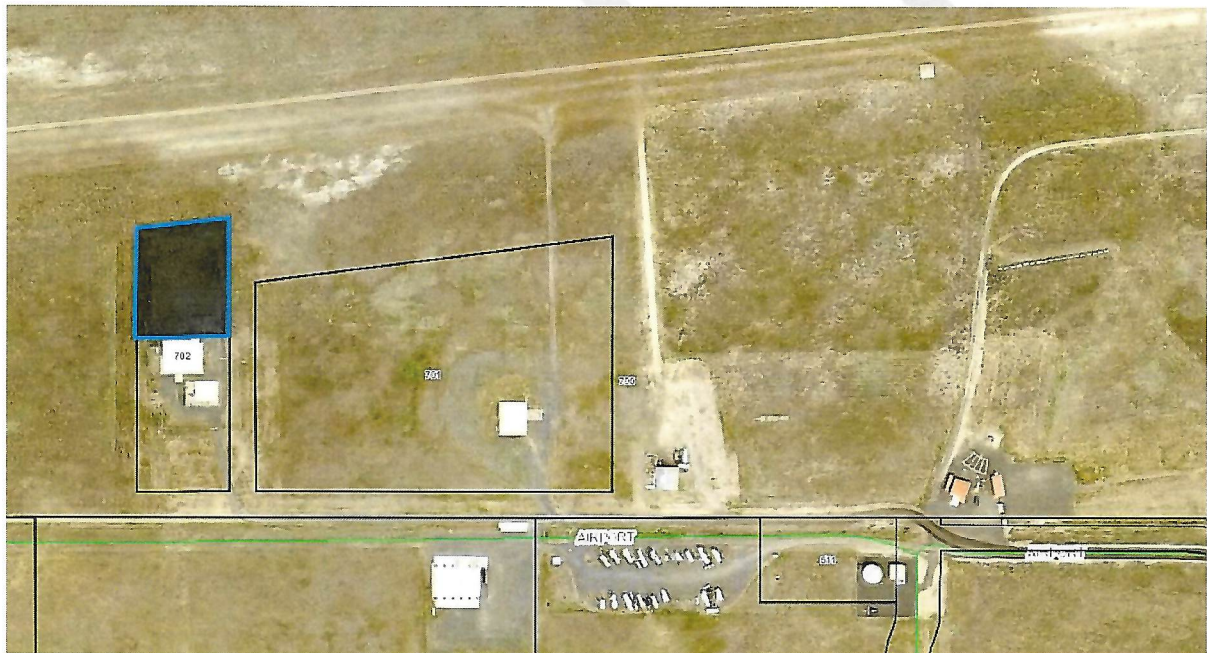
Date: _____

PORT OF ARLINGTON:

By: Jed Crowther, Executive Director

Date: _____

Exhibit A. License Agreement Use Area





5E

July 30, 2025

Northwest Grain Growers, Inc.
Mr. John Cranor, COO
850 N. 4th Street
Walla Walla, WA 99362

RE: Acknowledgement of Mid Columbia Producers, Inc. Notice of Merger;
Port of Arlington Business Property Lease Amendment

Dear Mr. Cranor,

The Port of Arlington ("Port") received the "Notice of Merger" dated April 8, 2025 ("Notice") from Mid Columbia Producers, Inc. ("MCP") General Manager, Mr. Jeff Kaser, informing the Port of the anticipated merger by and between MCP and Northwest Grain Growers, Inc ("NWGG").

I have reviewed the MCP/Port Lease of Business Property (the "Lease") with our legal counsel, and the Port concurs that our consent is not required pursuant to Section 21.b, as stated. However, our legal counsel has advised us that a simple amendment to the Lease would be useful to document the change of "Lessee" from MCP to NWGG. A proposed draft amendment is included with this correspondence for your consideration. Please let me know if you have any suggested edits to the draft amendment, or, if the amendment is acceptable in its presented form, I will have our legal counsel prepare a final version to be sent to you for signature.

Lastly, please provide me with the new point of contact or updated contact information for "Notices" pursuant to the Lease, including a contact name, telephone number, email address, and mailing address, if it is different from the above Walla Walla, WA address which was provided in the Notice.

The Port has enjoyed a positive working relationship with MCP and we look forward to continuing that relationship with NWGG.

Kind regards,

Jed Crowther, Executive Director
Port of Arlington

Enclosure: Draft Lease Amendment No. 2



ENVIRONMENTAL SENTRY CORP

Thursday, July 31, 2025, at 3:30 pm

Location: Port of Arlington, 100 Port Island Rd, Arlington, OR

Join Zoom Meeting

<https://us02web.zoom.us/j/9537854875>

Meeting ID: 953 785 4875

+16699006833,,85648511236# US (San Jose)

+12532158782,,85648511236# US (Tacoma)

Thursday, July 31, 2025 at 3:30 pm

Port of Arlington Environmental Sentry Corp Meeting

1. Call Meeting to Order
2. Condon Grade School – Environmental Remediation
 - A. Select Finalist of RFP Submissions Received
3. Adjourn

PORT OF ARLINGTON ENVIRONMENTAL SENTRY CORP DRAFT MINUTES July 31, 2025

Attendance:

President Gibb Wilkins, Kathryn Greiner, Vice President Kip Krebs (by phone).

Staff: Jed Crowther

President Wilkins opened the meeting by Zoom at 3:35 pm.

Condon Grade School Project – Request for Proposals

Crowther reported that three submissions were received by the deadline of July 7, 2025. He said that a general overview was provided to the board on July 10, 2025. Since then, an extensive review was performed by staff, consistent with the evaluation criteria.

Crowther provided the Staff Recommendation as follows:

“All three submissions appear to be qualified to perform upcoming environmental work, with strong experience and execution of projects. MFA scored highest on the evaluation, with slightly higher collaboration and capacity. MFA demonstrates better understanding of federal grants and reporting for our needs. In addition, MFA submitted the lowest cost proposal by a substantial margin. Reference checks were requested for all submissions, with suitable positive results. For these reasons, I recommend Selection of MFA as Finalist for the RFP recruitment.”

Motion: Board Member Greiner moved to select MFA as Finalist for the Condon Grade School project in the proposed amount of \$767,010 and to authorize Jed Crowther to negotiate and sign the contract contingent on legal review.

Vice President Krebs seconded. Motion passed unanimously.

Meeting adjourned at 3:41 pm.

**Port of Arlington
Environmental Sentry Corp Meeting
June 12, 2025, MINUTES
City of Condon, 128 S. Main St, Condon, OR**

- 1. The Port of Arlington Environmental Sentry Corp meeting was called to order at 5:36pm by President Wilkins.**

Present: President Gibb Wilkins and Vice President Kip Krebs (via zoom); Commissioners: Kathryn Greiner and Ron Wilson; Port Director Jed Crowther, Kayla Rayburn, and Attorney Anna Cavaleri (via zoom).

Absent: Leah Shannon

Audience: None

- 2. Public Comment-** none

- 3. Consent Agenda**

3.1. May 8, 2025, Meeting Minutes

Minutes: Wilson moved and Greiner seconded to approve May 8, 2025, Meeting Minutes.
Motion passed unanimously.

- 4. Progress Update- Condon Grade School- Environmental Remediation**

4.1. Request for Proposals

Crowther stated the RFP has been published in the paper and posted on our website. It's another element that needs to be followed strictly with a timeline. There has been a good response so far, with 13 companies showing interest. The Due date for RFPs is July 7, 2025, and the next meeting will be July 10th. They may need to wait to award and call a special meeting depending on how many are received. The Environmental Sentry Corp does have the authority to negotiate with finalist regarding their submittals.

4.2. Review Process & Timeline

It's been a slow start, but the process is starting to pick up and should be finished by next spring. Crowther stated he attended City of Condon's last Council meeting by zoom and was able to answer questions the Councilors had. Gibb has been good to remind and prepare the Councilors/Mayor to prepare to take the building/property back once finished. The firm that is hired will be responsible for public outreach and information during this whole process.

- 5. Adjourn Meeting**

President Wilson adjourned Port of Arlington Environmental Sentry Corp meeting at 5:45pm.

President Gibb Wilkins

Vice President Kip Krebs

**Port of Arlington
Environmental Sentry Corp Meeting
July 10, 2025, Minutes
Port Office, 100 Island Park Rd., Arlington, OR**

- 1. The Port of Arlington Environmental Sentry Corp meeting was called to order at 7:11pm by President Wilkins.**

Present: President Gibb Wilkins and Vice President Kip Krebs; Commissioners: Leah Shannon, Kathryn Greiner and Ron Wilson; Port Director, Jed Crowther, Kayla Rayburn, Attorney Anna Cavaleri

Absent: none

Audience: none

- 2. Public Comment-** none

- 3. Consent Agenda-**None

- 4. Election of Officers**

4.1. President

4.2. Vice President

Motion: Greiner moved and Shannon seconded to elect Gibb Wilkins as President and Kip Krebs as Vice President. Motion passed unanimously.

- 5. Condon Grade School- Environmental Remediation**

The closing date for RFP submittals was July 7th, and The Sentry Corp received 3 submittals for the Condon Grade School Remediation. Due to specific language in the procurement, we are not revealing names until selected. Crowther did state 1 submittal came in under the grant amount, and 2 came in over. All 3 are capable firms, but 1 seems stronger with EPA/Fed reporting requirements. We are required to do outreach with references. Discussion about scoring and finalists followed, and there would have to be a special meeting held once references were called, and score sheets done for a final selection.

- 6. Adjourn Meeting**

President Wilkins adjourned The Port of Arlington Environmental Sentry Corp meeting at 7:28pm.

President Gibb Wilkins

Vice President Kip Krebs