

Regular Commission Meeting
MINUTES
5:00PM
Location: Condon City Hall, 128 S. Main Street

1. Call Meeting to Order

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

Present: President Leah Shannon, Vice President Ron Wilson; Commissioners: Kathryn Greiner, Gibb Wilkins, and Kip Krebs; Executive Director Jed Crowther, and Administrative Assistant Kayla Rayburn.

Absent: Attorney Ruben Cleaveland

Audience: none

2. Public Comment- no public comment.

Additions to the Agenda

3. Consent Agenda

- a. Approve Regular Meeting Minutes for August 17, 2022**
- b. Approve August 2022 Accounts Payable and Financials**

Questions regarding accounts some of the rents were going into, and request for different P&L report for next meeting packet. The P&L report provided did not have all the information the commissioners were looking for.

Motion: Wilson Moved and Wilkins seconded the approval of the regular meeting minutes for August 17, 2022, and the August 2022 Accounts Payable and financials. The Motion carried.

4. Director Report

a. Marina Moorage Agreement Update

i. Resolution to adopt Marina Moorage Rules & Regulations and Practices

After the visit by the Marine Board, it was realized the Marina Rules & Regulations weren't specific enough and were outdated. Crowther updated the document and presented to the Board of Commissioners for approval. Questions and lengthy discussion followed regarding the document for approval, some more changes were noted for further update.

Motion: Greiner moved, and Krebs seconded the motion to approve Resolution No. 2022-152; A policy for Marina Moorage Rules & Regulations and Marina Best Management Practices, with proposed changes by commissioners. The motion carried.

b. Industrial Development

It was felt the Port should take the next steps with the industrial property by taking proactive measure to help streamline any potential sales from possible development companies that show an interest to purchase property. These would include situations like zoning, infrastructure restrictions, etc.

Jed will reach out to the City of Arlington to see if they would like our help with any of the industrial property management at the same time. President Shannon feels it is the Ports role to continue to communicate with the city and the current prospective buyer and facilitate the conversation, so we

are advocating for both the city and the buyer. Greiner wanted to emphasize that the roles need to be clear for everyone involved and that each role is wanted.

At this time, it's estimated they are 2-4 weeks out for an LOI (letter of interest) from the time of this meeting. Wilson stated he was impressed with how much homework the company has done, and they are doing their due diligence.

Greiner brought up questions from Les regarding the Country's Economic Development. Whether or not the County Court was in charge or if the Port of Arlington was, he felt one or the other should take the lead. General census that the Port should take the lead role back for Economic Development in the county.

c. Airports Advocacy

There has been a lot of talk regarding the City Airport and if it should be paved. With the Shooting range being so close by it has raised some flags if they could co-exist together after it was paved. Crowther stated if it's structured correctly, he believes there can be a win-win, of getting it paved and keeping the shooting range how it is. He would also make sure it was something the City was even interested before he investigated further into the rules and regulations.

d. Marketing Port Buildings

The former Insitu building is now available, pictures included in meeting packet. It should be an easily marketable building. There is a potential company interested, but Crowther hasn't been able to market or show it yet until the lease termination is finalized. Since the Port now has the keys, he can move forward.

There was a request from WATCO, and Crowther made sure to advise this is concept level only no numbers have been mentioned, they are interested in buying the property their office building sits on instead of leasing it. Concerns that if the Port does sell, it would be putting a first buy back stipulation into the deal. Another concern raised about selling too much of the Ports property all at once. General census form commissioners, currently the commissioners do not want to sell the property to WATCO.

Crowther has spoken to Jack Ingram regarding the WI lease, and he would like to terminate early. He also wants to bring a proposal to the board for a different type of deal for the Willow Creek Property. He stated he is moving right now, and it will be 3-4 weeks before he can get a proposal together. The commissioners decided to send an invoice, and then he can contact the Port about what he would like to do moving forward.

Greiner talked about the City of Condon's possible proposal regarding the Grade school building/property. With the funding for nonprofits available for the abatement of properties, it was discussed to dead the whole building to the Port. Which brought up that the Port could then develop the entire building into housing. At this time there is formal proposal being made, she wanted to bring it to the Port's attention, so they were aware of it. Crowther commends all the research the City of Condon is doing, but he suggests that they come up with a specific plan of what they want before the Port can establish what role they can play in helping with the project.

e. Electric Vehicle Charging Stations

Crowther has submitted the grant application for the car charging stations, and the results will be available in November, with some Corp review needed if the grant is approved.

f. Fish Processing Table

The Port has Found, purchased, and placed a fish cleaning table at the marina for the publics use.

g. Surplus Office Equipment

Crowther wanted to check if there was any official policy in place for outdated/broken office equipment. There is currently nothing in place that he needs to be followed.

5. Presidents Report

Nothing at this time.

6. Commissioner Reports

Wilkins: stated if anyone needs it there is \$225.00 a ton 2 string grass hay for sale. Krebs: went to city of Arlington's council meeting last night 9/7, gave them all the information about upgrading the basketball court at the Earl Snell Park. They requested a proposal written up and submitted to their secretary. Wilson: nothing new just wanted to reemphasize the meeting with the prospective buyer was good. Greiner: nothing currently.

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

Not needed for this meeting.

8. Decision or deliberations on Real Estate Transactions

Nothing at this meeting.

9. Next Meeting

October 13, 2022, at the Port of Arlington Office.

10. Adjourn Meeting

President Leah Shannon adjourned The Regular Commissions meeting at 6:50pm.

President Leah Shannon

Vice President Ron Wilson