

Regular Commission Meeting
MINUTES
Port of Arlington
May 8, 2018
5 p.m.
Port Office
Arlington, OR

1. **The Port of Arlington Commission meeting was called to order at 5:02 pm by President Wilson.**
Those Present: President Wilson; Commissioner Fitzsimmons ; Vice President Kennedy; Commissioner McGuire; Commissioner Hunking; Port Manager/ Economic Development Officer, Peter Mitchell; Admin. Asst. Denise Ball; Attorney Ruben Cleaveland
Absent:
Audience: Leah Watkins, Delaney Watkins, Shaina Watkins, Bill Rosenbalm, Ron Holt
2. **Public Comment on non-agenda items-** None
3. **Consent Agenda:**
 - Approval of April 10, 2018 Commission Meeting Minutes
 - Approval of April 2018 Payables and FinancialsCommissioner Kennedy moved to approve the consent agenda and Commissioner Hunking seconded. The motion carried 5-0.
4. **Chairman's Report:** Donation Request – Request for donations from the Condon Chamber for the Fabulous 4th and the Arlington Saddle Club. Commissioner Hunking moved to donate \$237.50 to the Condon Chamber and \$187.50 to the Arlington Saddle Club. Commissioner Kennedy seconded. Motion carried 5-0.
5. **Commissioner Reports:** Commissioner Fitzsimmons asked about the Port moving ahead with the Condon water project to the airport. The \$17,000 the Port has been holding for the City's water project could start the planning and engineering for the project. Attorney Cleaveland told the Board that the City of Condon has to have all paperwork in place for extending municipal water outside the Condon UGB as well as be a partner in the project. The Oregon Department of Aviation owns the Airport and will also have to be a consenting participant. The funding for the project should be channeled through the City as well. The Condon City Planner will need to make sure that Oregon planning goals and laws are followed in this process. EDO Mitchell said the Port cannot take on this project alone but he is more than willing to help facilitate it.
6. **Economic Development:**
 - 6.1 Small Business Assistance
 - 6.1.1 Countryside Dispatch- Leah, Delaney, and Shaina Watkins presented a summary of what their company has accomplished to date including attending broker training school, establishing company as legal entity and beginning to execute their marketing plan. They are now working through the process of acquiring a new office space. They are very enthusiastic about moving ahead.
 - 6.1.2 Bill Rosenbalm Mobile Mechanic – Mr. Rosenbalm provided a financial spreadsheet to the Board. He said he has been very busy and is interested in adding another mechanic for his business. EDO Mitchell suggested a new Arlington resident for Mr. Rosenbalm to contact who expressed interest in working same industry. Mr. Rosenbalm is currently working with Waste Management on a contract to provide mobile service for their pickups.

- 6.2 Irrigation Project Exploratory Committee Report– Attorney Cleaveland stated that Mr. Ruark sent an email that pointed out a perceived issue with one attorney for both the City of Arlington and the Port of Arlington. Attorney Cleaveland provided his Memo addressing a possible conflict of interest to the Port and City. He will also be presenting the City the same Memo. Following discussion, consensus of the Board was for President Wilson to sign Attorney Cleaveland’s memo. EDO Mitchell told the Board he attended a meeting on May 2, 2018 with Mike Ladd, Regional Manager of the Water Resources Department, North Central Region, the Exploratory Committee members, Mayor Bufton and two City Councilors. In 2013-15 the City earned \$245,000 in water sales. This past use could possibly be used to certificate the water right. This item is under investigation. EDO Mitchell said things looks promising but the City will still have to decide what it wants to do with their water right. The City’s water right is very small and would not irrigate much acreage. EDO Mitchell said he has been researching additional water rights that could be used.
- 6.3 Executive Session per ORS 192.660(2)(e)
Adjourn to Executive Session at 5:30 pm.
Reconvene to Regular Session at 5:45 pm.
Action following Executive Session - Commissioner Kennedy moved to have Attorney Cleaveland prepare a lease amendment that changes the terms of the existing lease to a month-to-month. All other terms of the lease remain the same. Commissioner Hunking seconded and the motion carried 5-0.

Break for Dinner 6:10 pm – 6:35 pm
Meeting cont’d:

- 6.4 EDO Report
Flex Building Project Update – Permit is under review after resubmittal of some information. Footing is formed up and will be poured as soon as the permit is issued. Power is in, the building package has been delivered.
Island Park River Access Improvements Update- EDO Mitchell is looking for a local contractor to form up the Astro-turf pads.
Island Park Bathroom Project Update – Met with Marine Board and discussed the plans. Waiting for revisions from them.
A Town Throw Down Update – Pat’s Rivers Edge Deli and Prairie Rose will be providing food Saturday night. Stand up paddle boarders are the largest group of contestants entered right now, others are waiting for wind report. Board consensus is to approve EDO Mitchell \$1,000 to purchase a used sound system for the Port. Gravel will be placed at the Blalock boat launch by the County Road Master. The Corp will have their boat available during the event.

Meeting adjourned 7:00 pm

President Ron Wilson

V.P. Dewey Kennedy