

Regular Commission Meeting
March 12, 2026 MINUTES
5:00PM
Condon City Hall
128 S. Main Street, Condon, OR

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

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

Absent:

Audience: Angie; LandWise (via zoom), Tiffani Deal; LandWise (via Zoom), Kelly Smith

2. Public Comment- Kelly Smith advised that she is a current candidate for Gilliam County Treasurer, and she is touring boards and committees to get to know them, would love to chat after the meeting. Crowther stated we did receive a letter from Lenn Ball, and it was included in the packet.

3. Consent Agenda

Rayburn advised she made a couple corrections to the minutes after sending them out. She corrected Tiffani's name in several spots, so it was spelled correctly, and section 10.4 gave clarity on which program was being discussed.

3.1. Approve Regular Meeting Minutes for February 12, 2026

3.2. March 2026 Accounts Payable and Financials

Motion: Greiner moved and Wilkins seconded to approve the regular meeting minutes with stated corrections for February 12, 2026, and March 2026, Accounts Payable and Financials.

4. Director Report

4.1. Audit Status

Crowther said the Ports Firm, Accuity, LLC, came Monday to the office to gather documentation they needed, and do onsite testing. It is scheduled to be filed by the end of the month, and it is in accordance with our corrective action plan submitted to the state. Once FY2024 is complete, they will move right into the FY2025 audit.

4.2. Alkali Ridge Subdivision

At this time Crowther stated he was going to pass it off to the LandWise team and advised them their monthly report was passed along the commissioners that they submitted.

4.2.1. Marketing

Scott just met with some developers, and all of them had the same concern about how much support are they going to get to from the community. Scott advised it would be easier to market to the community once the budget and plan are put together. Commissioner Greiner stated the letter from Lenn Ball should go to them as well if it hadn't already, and she was advised it has already been given to them. Tiffani Deal advised that Lot #9 is officially under contract, and felt it was a fair market value for it. It will set the average in the area at a good price. She's receiving steady interest for the lots. She doesn't feel like there is going to be a lot of movement for rentals until the rezone is complete, but they are interested. She has shared the PCDC information with them, and they are interested in the renter's programs. President Shannon did share a contact for one the WM managers, but Tiffani has not been able to connect with him yet.

Once she does, she will find out what WM feels their biggest need in housing for their employees are. Tiffani was able to connect with more preferred lenders that buyers can utilize, so the buyers in the area can get the best options available. She is trying to connect with employers in the area, but she isn't hearing from windmill employees and WM employees regarding the lots. Commissioner Greiner asked if there was any way we could put a rendering on some of the lots of what it could look like with a home there, and Tiffani didn't want to misrepresent what is being offered for sale. She needs to be cautious about what could be interpreted about a lot, and what a potential buyer is getting.

4.2.2.Grading

Crowther stated with the additional cost of the grading The Board may want to increase the value on lots 1, 14, and 15. The cost came \$42,250 from Gilliam County Road Department and saved the buyer the additional cost. Tiffani stated lot 1 and 14 aren't listed yet, so the prices hadn't been set, but 15 is listed currently so if they wanted to increase the price now would be the time to do it. Currently lot 15 is priced at \$255,000, and Tiffani suggested splitting the cost in between the 3 lots. There was a consensus from the board to increase lot 15s price and wait until the potential rezone before pricing the others. She is going to raise lot 15 by \$15,000 and it will be easily explained why the price was increased after listed, since the work was performed after listing.

4.2.3.Re-zone

Crowther communicated with the Mann's, and they were ok with what he had proposed to them regarding the lot(s) re-zone. AKS had started the rezone review. They had a new employee start in the Dalles office, so they will be able to set a hearing soon hopefully, but it does have to go to the LCD 35 days before the hearing.

4.2.4.Survey

Crowther will let President Shannon explain more during her report.

4.3. Willow Creek Industrial

4.3.1.Bridge Review

The Port reached out, and had a bridge review by ODOT, and Crowther forwarded the email from ODOT to the Commissioners. It was not a full inspection of the bridge, and it was a good initial review.

4.3.2.Quarry Lease

Levi Riggs is planning out for the next 5 years, and would like to keep extending the lease. It was already structured in the lease to have 3 years, with 2 optional 1-year renewals. President Shannon asked if we knew how much of the quarry life was left, and if there was enough. There's a 57-acre area for rock, but staff would look at the DOGAMI permit to make sure it had the appropriate boundary.

4.4. Strategic Plan-Brief Projects Review

President Shannan had requested a review, Crowther had made a summary sheet, instead of printing the entire plan. President Shannon said she did talk to the current owners of the VI restaurant and currently they were not interested in selling, but he did take her name and number. Commissioner Wilson would like to look back into the lighting and sign again, he said Marta was ready to help with the project. Crowther met with the new owners and let him know that was something the Port wanted to pursue and clean up the lease. President Shannon said the biggest issue is finding a company willing to take on the project.

4.5. Port Peninsula

4.5.1.Abandoned RV

Crowther advised that Attorney Anna Cavaleri worked through the process for the notice of towing and connected with a towing company to perform it. Port staff posted the notice this morning, and it must be posted for a minimum of 72 hrs. The Port staff tried their best to contact either the owner or his family, but were unsuccessful. Purdy Towing will take on the price to remove the RV, so they will recoup the money through the lien process, the

staff also contacted the Sheriff's Department. If there is no response it will be removed next week.

4.5.2. City Well Easement

Crowther stated Attorney Cavaleri put in some of the conditions the commissioners felt were important. It's a matter determining from the Port Board what level it would be appropriate to put in there. Crowther would like input for the blank areas in the contract the Commissioners were provided with, and there are some ways to simplify it he felt and make it easier for all the parties involved. Over all the Commissioners felt the initial draft may be too complicated. The Commissioners feel like it should be based on the gallons taken out of the river, not a percentage of the sales the City of Arlington gets. They just want a minimal fee, and a per gallon rate. Greiner felt it should be a very low rate, because the Port isn't doing anything. Crowther stated remember we don't know the effect this could have on the area, so it would be nice to build a reserve for the rip rap if it needs repaired. There was discussion about base rate with a CPI each year. It was decided to start with a \$1,000 monthly base rate and negotiate water rate for reserve funds. Greiner would like to reword under 1. A, and leave C, but strike B, D, G, F, H, and I. It needs an addendum and the county for legal matters and termination clause. Also Clarify the private access.

4.6. Other

4.6.1. John Sallee

The Port agreed to put in water and sewer stub outs on his property. He will check with the contractor. Write up a contract to put it in when there is a new owner the port would pay for it. Commissioner Wilson asked about damage being done to the road, Dewey had cut the road in anticipation of running the heavy hauler across the road, but in the end didn't use the truck. The City and City Engineer gave new guidelines for him to follow and after the work is complete, he would repair the cuts he made.

5. Presidents Report, Leah Shannon

President Shannon talked to the owners of the VI and they do not appear to be interested in selling it. She Has Tiah Devins phone number regarding the old Texico building. The housing survey, Rob Turrie, Executive Director of PCDC, wrote to the county about hosting that survey, and they were interested. The Port could send a letter of support for the survey. She would like to get specific employers involved to learn their needs, WM, Summit Springs, Mains Street businesses, childcare, School Districts, etc. Using Survey Monkey, put it on a QR code, and post it around businesses so they can get a better idea of what is wanted by the employees. The Commissioners reviewed the questions President Shannon had drafted and gave input. She also wanted to add an informational sheet about local options for financing like PCDC. President Shannon said there was some good information in Lenn Balls letter to also include, one example being the tax rebate.

6. Commissioner Reports

6.1. **Gibb Wilkins-** Commissioner Wilkins stated he had a meeting with McKenzie Community Land Trust out of Blue River Oregon. 6 Single Family homes with 80% AMI for family's recovering from the fire. What he found interesting was the land trust owns the property the house is on, so they charge them rent and it goes into a reserve fund that stays with that house. So, it can be used for maintenance and repairs for that house. McKenzie Community Land Trust is a nonprofit, so if that is something that the Port wanted to pursue for some of the lots, they would need to find an entity to form something like that. PCDC would be a good nonprofit to manage a land trust program like this. Rose neighborhood in Blue River OR, is where that land trust built these homes, they were an unincorporated area and didn't have a City Council to advocate for them, so they formed this land trust.

6.2. **Ron Wilson-** nothing to report

- 6.3. **Kathryn Greiner**- Commissioner Greiner said she would like to look at Health Insurance again and shopping around. She thinks Health Insurance is important, and wants our employees to have it, but wants to make sure the Port is getting the best deal.
- 6.4. **Kip Krebs**- has started doing some advertising for the basketball tournament. Asked for help to brainstorm for parking solutions sense it caused so much congestion last year. A few options were discussed, but nothing was decided. He advised the tournament would be held on July 25, this year.

7. Next Meeting

Commission Meeting- Thursday, April 9, 2026, at 5pm, in Arlington.

8. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 6:44pm.

President Leah Shannon

Vice President Ron Wilson