



Thursday, July 10, 2025, at 5:00 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

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+12532158782,,85648511236# US (Tacoma)

Regular Commission Meeting Agenda

Thursday, July 10, 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 June 12, 2025
 - b. Approve June 2025 Accounts Payable and Financials
5. **Board Appointment (Kip Krebs)**
6. **Oaths of Office (Leah Shannon, Kathryn Greiner, Ron Wilson, Kip Krebs)**
7. **Annual Designations & Appointments**
 - A. **Monthly Meeting - Date, Time, and Place (Second Thursday at 5 pm)**
(Primarily at Port of Arlington; Condon City Hall in March, June, and October)
 - B. **Newspaper of Record (Times-Journal)**
 - C. **Attorney of Record (Jaques Sharp, Anna Cavaleri)**
 - D. **Depository of Record (Bank of Eastern Oregon and LGIP)**
 - E. **Budget Officer for 2025-26 Fiscal Year (Kayla Rayburn)**
 - F. **Port Commission – Election of Officers (President, Vice-President, Secretary)**
Current: President Leah Shannon, VP Ron Wilson, Secretary Kathryn Greiner
8. **Director Report**
 - A. Alkali Ridge Construction
 - B. Visioning
 1. Investment
 2. Collaboration
 3. Structure
 - C. Other
9. **President Report**
10. **Commissioner Reports**
11. **Executive Session (Placeholder) ORS 192.660(2)(e):** To conduct deliberations with persons designated by governing body to negotiate real property transactions.
12. **Decision or deliberations on Real Estate Transactions (Placeholder).**
13. **Next Meeting –**
Commission Meeting – Thursday, August 14, 2025, at 5 pm at Port of Arlington.
14. **Adjourn Meeting**

Port of Arlington Environmental Sentry Corp Meeting

July 10, 2025 immediately following Port Meeting

1. **Call Meeting to Order**
2. **Election of Officers (Current: President Gibb Wilkins, VP Kip Krebs)**
3. **Condon Grade School – Environmental Remediation**
 - A. Request for Proposals – Submissions Received
4. **Adjourn**

Arlington Community Child Care

P.O. Box 575

Arlington, OR 97812

Port of Arlington Board Members:

The City of Arlington, our County Court, and many other businesses, Corporations, and entities are in the process of improving our local Child Care Center to better meet both current and future demands. Childcare is included in the Gilliam County Strategic Plan. The influx of new projects and businesses will bring both a transitory and permanent workforce to our community. The Arlington Community Child Care is soliciting donations and investments from other entities and businesses. If the Community doesn't get involved it will be much harder for the Child Care Center to thrive and grow.

The City has budgeted \$25,000 for the Child Care Center. Labor Union Local 701 has just donated \$5,000. Amazon has committed \$5,000. Avingrid has committed \$1,500. Anderson Perry has committed \$500. Mortenson and the Iron Workers Local 29 have indicated they would like to donate as well.

Would the Port of Arlington be willing to make a donation to the Arlington Community Child Care Center? They would greatly appreciate your support.

Sincerely,

Denise Ball, Arlington City Council President

On behalf of the Arlington Community Child Care

**Regular Commission Meeting
June 12, 2025, MINUTES
5:00PM
128 Main Street, Condon, OR 97823**

1. **The Port of Arlington Public Hearing for FY 2025-2026 Port Budget was called to order at 5:02pm by Vice President Wilson.**
2. **Public Comment-**None
3. **Vice President Wilson adjourned the Public Hearing for FY 2025-2026 Port Budget at 5:03.**
4. **The Port of Arlington Commission meeting was called to order at 5:03pm by Vice President Wilson.**

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

Absent: President Leah Shannon

Audience: none

5. **Public Comment-** Rayburn explained they received an email from Arlington City Counciler Denise Ball. She went over the email requesting donation from businesses/entities for the Arlington Community Childcare with the Commissioners as public comment.
6. **Consent Agenda**
There were spelling corrections in the Directors report, section 4.3. Core needed to be changed to Corp.
 - 6.1. **Approve Regular Meeting Minutes for May 8, 2025, and Special Meeting Minutes for May 19, 2025.**
 - 6.2. **Approve May 2025, Accounts Payable and Financials.**

Motion: Wilkins moved, and Greiner seconded to approve the Consent Agenda, with the grammar corrections listed. **Motion carried.**

7. **Director Report**

7.1. **Budget Action Items**

7.1.1. **Resolution 2025-03 Approving Fiscal Year 2025-2026 Budget**

Motion: Greiner moved, and Wilkins seconded to approve Resolution 2025-03; approving Fiscal Year 2025-2026 Budget. **Motion carried.**

7.1.2. **Affirm Salaries as per COLA established within Budget**

Greiner requested information on what each employee is currently earning, and what it moves them to after the increase.

Motion: Wilkins moved, and Greiner seconded to approve the Cost-of-living adjustment as established within the budget of 3.5%. **Motion carried.**

7.1.3.General Fees—Board Input

Greiner asked about the city transient tax, and what it was. Rayburn stated it may be hard to charge the transient tax as its own line with half the guest paying by envelope after hours. Advised she would look into it and have all the fees for the commissioners to go over in the July meeting. Rayburn also advised the fees have not been adjusted since 2016.

7.2. Alkali Ridge

Crowther stated they had a successful groundbreaking with photos. The Port has received some complaints regarding dust, and due to graduation decided to shut down Friday to minimize dust for parties. He has expressed to Hunter (A&P Project Supervisor) the complaints, and Hunter is working with Bolen to rectify it the best they can. Wilson drove up Friday after hearing complaints and felt Bolen was containing it as well as they could. There was follow up today regarding underground power that the contractors located on the property. It will need to be lowered/moved, the estimated cost is \$5,000, and Crowther gave the go ahead because it was a time sensitive situation. Greiner asked if there needed to be a limit for Jed to have authority for change orders during the project.

Motion: Greiner Moved, and Wilkins seconded to authorize Jed to enter into change orders up to and not exceed \$50,000. Motion carried.

7.2.1.Housing Infrastructure Support Fund Award

Motion: Greiner moved, and Wilkins seconded to accept the housing infrastructure fund, and authorized Jed to sign. Motion carried.

7.3. Aeroval Lease

There is a June 1st start date, but The Port is waiting for Aeroval to return a signed copy of the lease. Aeroval requested minor changes. Crowther asked if a new motion was needed, and Anna said it was not required.

7.4. Election Results and Process

Jed said he published in the paper a request letter of interest for the open commissioner position, and then the Commissioner would appoint in the July meeting.

8. Commissioner Reports

- 8.1. **Ron Wilson**-nothing to report
- 8.2. **Kip Krebs**-Basketball tournament, flyers finalized, sponsors finalized, t-shirts finalized.
- 8.3. **Kathryn Greiner**-nothing to report
- 8.4. **Gibb Wilkins**-nothing to report

9. Next Meeting

Commission Meeting- Thursday, July 10, 2025, at Port of Arlington office.

10. Adjourn Meeting

Vice President Wilson adjourned The Regular Commissions meeting at 5:35pm.

President Leah Shannon

Vice President Ron Wilson



DIRECTOR REPORT

July 3, 2025

AGENDA ITEMS

5. Board Appointment – After the completion and certification of the May 2025 District election, the Port published a notice of the vacancy for Position 4. The Port received one letter of interest, from Kip Krebs, requesting to be re-appointed to the Port Board. We appreciate his outstanding proven past service, and we value his willingness to continue working together. For this reason, I recommend re-appointment of Kip Krebs to the Port Board.

Motion: Move to approve the appointment of Kip Krebs to Port Board, Position 4.

6. Oaths of Office – Terms begin for Leah Shannon, Kathryn Greiner, Ron Wilson, Kip Krebs. Attorney Anna Cavaleri will administer the Oaths of Office.

7. Annual Designations & Appointments – Items A through F as listed on the Agenda page.

8. Director Report

A. Alkali Ridge Construction – Work is progressing well by Bolen Construction, including:

1. Rough grading and some trenching and installation of utility water and sewer lines.
2. Placement of the water hydrant at the subdivision entry on Main Street by the Cemetery was accomplished by installation of an off-set valve, rather than a new ordered hydrant.
3. Electrical power was designed by Pacific Power. I approved corresponding work orders as previewed at last month's meeting, to be ratified by the board in the monthly financials.
4. The first pay estimate was received, in the amount of \$280,923.11. By comparison to the approved bid total, this represents about 22% of project work and/or materials obtained.

B. Visioning – Each year in July is the new start of our fiscal year and it is a good time to review our goals, plans, and accomplishments. The Port has made significant progress with the objectives of our Strategic Business Plan.

1. Investment – With the prior sale of industrial land early this year, it is vitally important to consider re-investment in industrial land to allow continued growth opportunity in the future. Available industrial land is somewhat limited, but our defining role at the Port is to develop and improve bare land into eventual industrial use; and to do the background preparation, such as zoning and infrastructure, to ultimately make property more viable and productive. Willow Creek Industrial is a good example of plans and implementation, now with a well, and envisioning further improvements and enhancements. For new industrial land search, we may have options yet to explore and evaluate.

2. Collaboration – The Port is devoted to creating and maintaining good public relations. In my view, the four C's of successful interaction are: Communication, Collaboration, Commitment, and Community. Our main purpose is to: "Foster Growth, Forge Partnerships, and Find Solutions to Plan, Work, and Build Together".

I believe that we will do our best as we focus on our mission for economic development. In addition, other local groups are seeking help with housing, childcare, and healthcare. We must remember our role, and our limitations, and try to make a positive difference.

Port of Arlington, July 10, 2025 Port Board Meeting, Director Report by Jed Crowther

3. Structure – The Port has greater purpose and stability by all of us working together. To maintain our consistency and momentum, we should prioritize building a cohesive foundational structure for the future, including mutual county-wide district representation. We previously began preliminary research into re-districting to best serve constituents. However, we paused that review appropriately, while elections were then being conducted. The initial potential adjustment idea was simply to have two commissioners from the north, two from the south, and one at-large or county-wide. But we then learned that all districting changes would involve extensive review (by PSU) to provide equal representation based on the actual population and density, while noting growth trends could shift population centers. In addition, district boundaries correlate with other special districts and uniform elections. Therefore, this idea would entail significant review, preparation, and a ballot measure. There are other ways to approach this issue, and above all, to keep citizens fully informed.

SENTRY

Request for Proposals (RFP) for Environmental Cleanup of the former Condon Grade School has now been issued since early June. Submissions are due by Monday, July 7 at 5 pm PST. In accordance with open and fair recruitment procedures in the RFP, we seek to preserve the confidentiality of submissions at least until selection of finalists. We anticipate being able to share the number of submissions received at the Sentry meeting on Thursday, July 10, 2025. Note that we have performed abundant outreach to nearly 20 potential environmental firms.

Dear Port of Arlington Commissioners & Staff,

My name is Kip Krebs and I live in the Northeast Corner of Gilliam County along State Highway 74. I'm 35 years old, 9 years married and a father of 2 young boys. I graduated from Ione High School in 2008 and graduated from Oregon State University in 2012 with a bachelor's degree in Agriculture Sciences with a minor in Animal and Crop Science. I currently help manage my parents ranch which is based in the Northeast Corner of Gilliam County. We grow hay and raise sheep and cattle. My hobbies are basket weaving, whittling, stone skipping, soap carving, duck herding, train spotting, face painting, tumbling and ribbon gymnastics. Just to name a few.

I'm interested in the vacant Commissioner position for the Port of Arlington. I have been interested in becoming a Port Commissioner ever since I filled the vacancy the two previous times starting back in March of 2022. I have helped the Port of Arlington prior to 2022 by starting and managing the very successful Port of Arlington 3 on 3 Basketball Tournament held every July. I have enjoyed my time being a Port Commissioner over the last 3 years and I look forward to working with the current Commissioners and Staff on present and future Port projects. I'm very passionate about the area and will always want the best for the Port, County and the people who reside here.

I hope you consider my request to help fill your vacant position.

Sincerely,

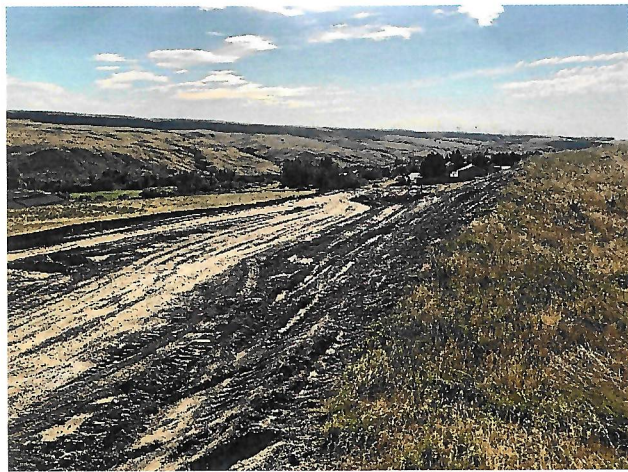
Kip H. Krebs

He/His/Him/Default Commissioner

ALKALI RIDGE – WEST 2ND STREET Rough Grading by Bolen Construction June 2025



ALKALI RIDGE – COLUMBIA VIEW DR



ALKALI RIDGE – WEST 3RD STREET



Camping Type	Current Price	Updated Price
Dry Camping	\$ 10.00	
RV Dailey	\$ 35.00	
RV Weekly	\$ 155.00	
Monthly	\$ 525.00	

Moorage	Current Price	Updated Price
Monthly >30ft	\$ 60.00	
Monthly <30ft	2.25/ft	
Yearly >30	\$ 720.00	
Yearly <30	TBD on boat size	
Power (Nov-March)	\$1.25/ft	
Transient >30ft	\$20/day	
Transient <30ft	\$30/day	

Room Rental	Current Price	Updated Price
Columbia Room		
Per Hr	\$ 20.00	
Per Day(24 hrs)	\$ 250.00	
Lower Conference room		
Per Hr	\$ 20.00	
Per Day(24 hrs)	\$ 250.00	