**Regular Commission Meeting**

**M I N U T E S**

**Port of Arlington**

**September 15, 2020**

**5 p.m.**

**Port Of Arlington**

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

**Those Present:** President Wilson; Commissioner McGuire; Vice President Kennedy; Port Manager/ Economic Development Officer, Peter Mitchell; Admin. Asst., Kelly Margheim; Attorney Ruben Cleaveland;

**Absent:** Commissioner Hunking

**Audience:** Paul Jayo; Phil Newman

**2. Public Comment on non-agenda items** - None

**3. Consent Agenda:**

* Approval of August 11, 2020 Commission Meeting Minutes
* Approval of August 2020 Payables and Financials

Vice President Kennedy moved to approve the consent agenda and Commissioner McGuire seconded. The motion carried 3-0

**4. Presidents Report**: President Wilson presented an email from Judge Farrar. Judge Farrar asks that the Port Board submit two or three moderator candidates. The consensus of the Board is to have Admin. Asst. Margheim email Judge Farrar with names.

**5. Commissioner Reports**: None

**6. EDO Report**

6.1 EDO Mitchell again wanted to say how good of a job Tyler Bufton did this summer as part of the Port’s summer maintenance crew. Tyler completed numerous projects for the Port including installing reservation post, painting parking lines, re-installing landscaping stones, in addition to his regular chores of mowing and maintaining Port facilities.

EDO Continued:

Watco’s new Depot building is complete and they are moved in. The company has successfully renegotiated a new contract with Union Pacific. They will continue on as the short line rail operator. There will be a ribbon cutting in the future.

EDO Mitchell stated that Paul Jayo is ready for the next phase of moving forward on the Flex building and needs to obtain a conditional use permit. After meeting

with DEQ Paul is very confident that an Auto Mall / green renewable recycle center will be very beneficial and will create at least six new jobs to the community. Pillar Consulting has submitted a proposal of $5,150 for the site plan to submit to the planning commission. After some discussion Commissioner Shaffer moved to approve Pillar Consulting to perform the site plan engineering in the amount of $5,150 with the stipulation that the plan come before the Port Board before submitting to the planning commission and Vice President Kennedy seconded. The motion carried 3-1.

EDO Mitchell introduced Phil Newman with Mainstem Malt and discussed his interest in constructing his firms malting facility in Arlington. Island Park is a great area to build this facility. EDO Mitchell presented a proposal from Pillar Consulting for a schematic design and cost opinion. A second quote was received from Livermore Architecture and Engineering, Inc

Break for Dinner: 6:12 pm

Reconvene to Regular Session at 6:32 pm

Island Park discussion resumed;

More details will follow as project development costs are available. Vice President Kennedy moved to approve Pillar Consulting to perform a schematic design services associated with a malting operation on Island Park in the amount of $3,550 and Commissioner McGuire seconded. The motion passed 4-0

EDO Mitchell stated that the Port was awarded $278,751.06 grant from the Oregon State Marine Board for the bathroom replacement project and parking lot improvement and is contingent upon the Port increasing its match amount by $75,000 for a total of $226,893.26. Pillar Consulting submitted a bid for $30,635 for engineering of the project. Commissioner Shaffer moved to approve Pillar Consulting to perform Engineering for the project in the amount of $30,635 and Commissioner McGuire seconded. The motion carried 4-0

**7. Administration**

**7.1** Administrative Assistant Margheim stated that Solutions has performed the Ports audit and should have finalized documentation at the October meeting.

Meeting adjourned at 7:15 pm

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President Ron Wilson Vice President Kennedy