

**Regular Commission Meeting
July 10, 2025, MINUTES
5:00PM Port of Arlington Office
100 Port Island Road, Arlington, OR**

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

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

Absent: Sone

Audience: Judge Kari Hayter

2. Public Comment- none

3. Additions or corrections to agenda

President Shannon stated the were going to move the board appointment and Oaths of Office ahead of the consent agenda.

4. Board Appointment (Kip Krebs)

President Leah Shannon stated The Port of Arlington published and noticed a vacancy for position number 4. Received 1 letter of interest from Kip Krebs, who has served by appointment for the last 2 years. Shannon read the letter of interest into record that was received. Shannon would like to recommend Kip Krebs to Fill the open position.

Motion: Wilson moved and Greiner seconded, to appoint Kip Krebs into the vacant number 4 Commission position for the Port of Arlington. The motion passed unanimously.

5. Oaths of Office (Leah Shannon, Kathryn Greiner, Ron Wilson, Kip Krebs)

The Port had Judge Kari Hayter to administer the oaths of Office for the Port of Commissions pursuant to ORS 777.135(3). Judge hater swore Leah Shannon, Kathryn Greiner, Ron Wilson, and Kip Krebs into the positions of Commissioner for the Port of Arlington.

6. Consent Agenda

Wilkins asked about the Two Dogs bill and what it was, Rayburn stated it was for the work done on the bathroom's backflow that feeds the West end grass. It froze over the winter and took a while to get a plumber in to repair it. Rayburn also explained there was an over payment to the attorney of about \$1,000 and it will be credited on the account. Greiner asked about the Silvercreek bill and what it was. It was explained it was the last of the work done at the former Insitu building for the doors to separate the offices from the warehouse.

6.1. Approve Regular Meeting Minutes for June 12, 2025

6.2. Approve June 2025 Accounts Payable and Financials

Motion: Wilson moved, and Greiner seconded to approve the consent agenda. The motion carried unanimously.

7. Annual Designations & Appointments

7.1. Monthly Meeting-Date, Time, And Place

Shannon asked about possibly moving the Arlington location permanently, so there was more room, and it wouldn't deter people from attending due to space. Changing to the Lower Conference Room of the Gronquist.

7.2. Newspaper of Record (The Times Journal)

7.3. Attorney of Record (Jaques Sharp, Anna Cavaleri)

7.4. Depository of Record (Bank of Eastern and LGIP)

7.5. Budget Officer for 2025-26 (Kayla Rayburn)

7.6. Port Commission- Elect of officers

Motion: Krebs moved and Wilkins seconded Leah Shannon for Port of Arlington President. Motion passed unanimously.

Motion: Wilkins moved and Greiner seconded Ron Wilson for Port of Arlington Vice President. Motion passed unanimously.

Motion: Shannon moved and Wilkins seconded Kathryn Greiner for Port of Arlington Secretary. Motion passed unanimously.

8. Director Report

8.1. Alkali Ridge

Crowther included photos in the packet of construction thus far, he also sent these out to the City Council to keep them updated. The water hydrant is still able to be used, but the gate valve is extra. Crowther talked to Brad Baird, and the city would most likely like to purchase it from us. Electrical powerline needed lower, so they could properly grade Columbia View. Pacific Power isn't doing their lines yet, but this one needed to be completed before construction could continue. First invoice received being about 22%, and it's under his impression under the award of bid he has authority to review the invoices and authorize payment. We had one complaint early on regarding dust, but since then have not received any complaints. Bolen is doing very well to stay on top of dust and looking at the schedule they are about a month ahead of schedule for completion currently. Greiner asked when the lots are complete, is the Port required to have hearings to sell the property. Cavaleri stated she didn't think a Port was required to but would double check. There were questions surfacing about the lots price, and usability. Discussion about marketing, and builders for the property, and what other entities have done to market, and sell lots. Multiple commissioners agree the Port needs to focus on Multifamily housing. Lengthy discussion followed regarding lot potential and option. Cavaleri suggested and RFI (request for investment) with plans on what they would do with the property. Crowther appreciates all the input and teamwork to keep the project moving.

8.2. Visioning

He thinks it's important to keep the vision and progress of the port to keep moving forward. He thinks this is why the projects are starting out successful.

8.2.1. Investment

The Port's primary focus should be industrial. The Port has strayed a bit, but there was a demand for housing needed, and the Port was able to take that role when private sector was unable to. He does think this was good for the community, but the Port will want to get back in the lane of Industrial. We have made more progress at Willow Creek to drill a well. The Mesa we were able to sell 30 acres and a building, instead of the shadow Platt of 2-acre chunks. Now we need to think of how to reinvest that money into industry. Greiner did state there are 7 acres of industrial property for sale we could purchase in the South end of the County. There is work we could help with on the Condon Airport. Wilkins said it could be a property we could purchase and manage, Rayburn stated there are multiple Ports that due own airports.

8.2.2.Collaboration

Crowther stated we try to maintain good public relations and be involved with other entities like the County and Cities. We aren't trying to compete with them, but we are a County wide Port and are trying to support all the entities in the County. He does try to send out news and articles that affect us to all the Commissioners. Like errors reported in the media, like the error in the paper regarding the sale of the property. Crowther stated he was active to ask The Times Journal for a correction that it was not the Port who sold 400 acres, but the City of Arlington. He asked for a formal correction and there was one in the next weeks addition.

Letter from Council President Ball, a request on the behalf of Arlington Childcare for a donation. Multiple commissioners felt if the daycare sent a letter for a specific ask it would be easier to assist them instead of a blanket ask from a 3rd party. They wanted Crowther to write the Daycare a letter, if they have a specific request to write it up for the Port, and cc Denise on the response. Cavelari asked if there was a formal request policy in place, and she suggested having one as well as a formal form for them to fill out, it would also make it easier to track. Crowther showed some signs that he is making for the fair booth, and market/shows the County's citizens what the Port has been up to, project wise, on both ends of the County.

8.2.3.Structure

Due to the different strengths each Commissioner brings, the Port is collectively able to work together and move forward with how they work together. The Port looked into redistricting, because of the layout that is currently in place not working well. They wanted to change it to 2 Commissions from the North, 2 Commissioners from the South, and 1 at large. There was some struggle with redistricting, so they paused because of the elections. Now that they are over, The Port would like to look back into. There may be a vote in the County to accomplish this. The Ports goal is to have as equal representation as it can from both ends of the county still.

Shannon asked about the other Special Districts, and if they have the same voting boundaries. Greiner asked about the County Boundary. Cavaleri is going to investigate boundaries, and dive into existing boundaries, she's going to check with SDAO, and the Ports bylaws.

8.2.4.Other (Fee Schedule)

The Army Corp of Engineers were here for the annual inspection, and the Park host stated the Port was underselling, and has too low rates. We needed to increase our rates, and be up there up there with Boardman and Umatilla. There was a general consensus the prices needed to increases.

9. Presidents Report, Leah Shannon

Attended the City Council Meeting last night, and was curious how the wells were progressing. The water system design is 80-90% completed. They are going to bid it in the fall. They have been able to get 1000 gal/min with no draw down. They are permitted by the Railroad and waiting for the Corp permitting. There was some discussion about if they need to up the power supply to get more power put here for a future build/office. She also discussed the enhancement line item, and we may need to tap into that as well for development. She also wanted to piggyback off Jed, and how well the Commissioners are working together. She wanted to emphasize as well, like Jed, that this is a County-wide port, we may want to work on moving to the Port of Gilliam rather than the Port of Arlington. Has an idea she is working on, it is potentially more property to purchase that is industrial. It has potential to be a few things.

10. Commissioner Reports

10.1. Ron Wilson- nothing

10.2. Kip Krebs- After 7 years, after what the Port of Arlington started, has finished the Aqua recharge study 1. There is a monocline South of Cecil, and because of this all the water levels have declined South, last meeting with stakeholders is what kind of design, and what would be most feasible. They are brainstorming to potentially go after feasibility study number 2.

Basketball tournament is this month, with 3 teams signed up. The tournament is on July 26.

- 10.3. **Kathryn Greiner-** Went to the roundtable held by the County, they seemed very open to giving some money out of different line items. If you have a good project, tap into it.
- 10.4. **Gibb Wilkins-**nothing

11. Next Meeting

Commission Meeting- Thursday, August 14th, 2025 at the Gronquist lower conference room.

12. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 7:09pm.

President Leah Shannon

Vice President Ron Wilson