

Regular Commission Meeting
July 11, 2024 MINUTES
5:00PM
Port Office, 100 Island Park Rd., Arlington, OR

1. The Port of Arlington Commission meeting was called to order at 5:01pm by Vice President Wilson.

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

Absent: none

Audience: Rod McGuire

2. Public Comment- Rod McGuire-to talk to the Port about the Woolery/Rod renting the hanger building on a month/month basis. First plans, place to hang up maps, and have meetings. They would like to keep renting it through the year, if they can work out a price/contract. Greiner stated she would like to add it to the agenda under item F in the Directors Report.

3. Consent Agenda

The minutes for the June 13, 2024, meeting would be moved to the August meeting for approval.

3.1. Approved June 2024 Accounts Payable and Financials

Motion: Greiner moved, and Wilkins seconded to approve the June 2024 Accounts Payable and Financials. Motion passed unanimously.

4. Annual Designations & Appointments

Wilson asked if there was any discussion, concerns, or changes that needed to be made. There were no changes, or discussion regarding designations and appointments.

4.1. Monthly meeting- Date, Time, and Place (*second Thursday at 5pm*) (*Primarily at Port of Arlington; Condon City Hall in March, June, and October*)

4.2. Newspaper of Record (*Times-Journal*)

4.3. Attorney of Record (*Jaques Sharp, Anna Cavaleri*)

4.4. Depository of Record (*Bank of Eastern Oregon and LGIP*)

4.5. Budget Officer for 2024-2025 Fiscal Year (*Kayla Rayburn*)

Motion: Krebs moved, and Greiner seconded to approve 4.1-4.5 designations & appointments as listed. Motion passed unanimously.

4.6. Port Commission- Election of Officers (President, Vice President, Secretary)

Current: President Leah Shannon, VP Ron Wilson, Secretary Kathryn Greiner

Wilson asked if there were any objections to the current officer assignments, and if not, thought they should continue as is. No objections voiced, and current officers were fine serving another year in their positions.

Motion: Krebs moved, and Wilkins seconded to keep President Leah Shannon, VP Ron Wilson, and Secretary Kathryn Greiner. Motion passed unanimously.

5. Director Report

5.1. Willow Creek Industrial- Town Hall and Outreach Report

Crowther stated the Port just recently had the first town hall meeting and started their outreach. Commissioner Wilson asked what Points is presenting or discussing with the major players they are talking to. Concern about how it is being presented to the Tribes, in regards to what the Port is trying to do. President Shannon stated it is more about trying to rebuild a relationship with the Tribes rather than trying to start a new project. So, it will be a better partnership if the Port tries to develop the property later. To work with the Tribes and the railroad rather than trying play catchup later and develop a working relationship. Crowther stated he sat in with Points Consulting when they had a meeting with the Core. He outlined how the previous attempts to develop the property failed. Discussion followed regarding the Willow Creek development.

5.2. Columbia River Pump Station-Port/City Intergovernmental Agreement

Anna has drafted an IGA and handed it over to the City of Arlington, and at this point we will await their reply from them. Anna stated we did verify that there is not a conflict with the MCP lease, so it was good on the aspect. President Shannon asked if the city had a timeline they were looking at, and Crowther confirmed he did not think so.

5.3. Gravel Quarry- Additional Sales of Stockpiled Materials

Levi Riggs asked to buy part of the Ports stockpile of gravel that is currently at the Willow Creek property at fair market value, which the commissioners are fine with selling as long as the County doesn't need it. Crowther will check with Dewey to make sure he wasn't counting on it.

5.4. Marina Walkway paving Project report

He documented the project, and sent photos, to comply with the Cores requirements and request. Crowther stated so far, he has received positive feedback from several citizens

5.5. Insitu Building-Temporary Use by Sheriff Dept for Tactical Training Exercise

Crowther stated he was approached by Deputy Shockley about the use of the Insitu Building for Tactical training exercises, so Anna drafted a license for day use. President Shannon asked about liability insurance and who would be liable; the Port or the Police Department. Anna stated it was written in that it was on the Police Department, but she would double check due to there may be firearms involved. She would be strengthening up the verbiage for insurance. Shockley also reached out to Commissioner Wilkins about use of the old grade school but hasn't gotten back to him yet. Crowther stated that would be a no, due to the EPA and safety issues.

Motion: Wilkins moved, and Krebs seconded to approve the temporary use by the Sheriff Dept. for tactical training exercise license subject to insurance liability confirmation. Motion passed unanimously.

5.6. Rod McGuire, Hanger Building

Commissioner Wilson is fine with the lease as is and renegotiate in December. Questions regarding his insurance, and make sure that is up to date. Crowther stated, there was a phone call today, with the inquiry and interest to make a salvage yard for one of our buildings. The Commissioners were apprehensive about a salvage yard after the last lease with cars. They wanted to double check on the taxes and termination policy, but are comfortable continuing a lease with the Woolery.

6. Presidents Report, Leah Shannon

Attended the Points Consulting town hall meeting. She was disappointed in the lack of public attendance and is unsure how to get the public more involved in the future. She wanted to know if we have gotten anything back from Lee Dockins regarding the house and shop. We got a report of how many people have looked at the property, but he will double check how much he has shown it. Greiner wanted to know if it doesn't sell would we be interested in renting it. The next step would be to lower the price slightly, and then reevaluate the options at that point.

7. Commissioner Reports

- 7.1. **Ron Wilson**- nothing
- 7.2. **Kip Krebs**- lots of phone calls regarding the tournament but no official entries submitted. He requested some port hats to give the winners.
- 7.3. **Kathryn Greiner**- Condon Can, we know how hard it is to get people to engage. This is the last one August 6th 5pm-8pm, she is really hoping Jed and Leah can attend.
- 7.4. **Gibb Wilkins**-he stated it's been 2 years to get a well permitted and is still working through the process for an approval for the cemetery well. Kip stated it took a year and a half to even get on the list for himself to get a well. Both reiterate that if Willow Creek wants a well to start the process now.

8. Next Meeting-

August 8, 2024, Gronquist building, lower conference room at 5:00pm.

9. Adjourn Meeting

Vice President Wilson adjourned The Regular Commissions meeting at 6:01pm.

President Leah Shannon

Vice President Ron Wilson