

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
February 14, 2018
Port Office

The Regular Meeting of the Port Commissioners was called to order by President Greg Weast at 7:00PM

ROLL CALL

Present: Greg Weast, Mike Courtney, Robert Wallace, Staci Coburn, David Griffith

Staff: Andrea Klaas, Executive Director; Kathy Norton, Director's Assistant; Kathy Ursprung, Marketing & Communications; Angie Wilson, Bookkeeper; Bayoan Ware, RARE Participant; Bill Dick, Attorney

Guests:

Pledge of Allegiance: Bayoan Ware

AGENDA CORRECTIONS or ADDITIONS

Andrea asked to modify the agenda to change Item G.-1 to Dufur Loan Discussion and to have the Executive Session moved up in the agenda. Agenda change was approved by consensus.

VISITOR BUSINESS (for items not already on the agenda)

None at this time

7:00 PM - In to Executive Session

EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (e) (f) (h)) This will include discussion of real property transactions, legal rights and duties of a public body with regard to current litigation and privileged legal communication. Media representatives are instructed not to report or disclose matters discussed in executive session.*

7:50 PM – Back to Regular Session

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the February and March, 2018 calendars.

ACTION ITEMS

1. **January 10, 2018 Regular Meeting and January 12, 2018 Special Meeting Minutes approved by consensus.**
2. January 2018 Financial Reports – Avg interest rate for LGIP is 1.74%. Commissioner Coburn stated she had reviewed the reports and had no questions. Commissioner Weast will work with Andrea and Angie on reporting formats. **November, 2017 and December, 2017 Financial Reports Approved by consensus.**

STAFF REPORT

1. *City of Dufur Loan Discussion:* Discussion included statement that the Port is definitely interested in helping; loan requested amount or 50%; it was stated other Ports have done projects like this; use 4% interest rate to keep current equity, tie interest to prime not below 4%; addition discussion on option to use revenue bonds to cover both the current water system project and the future waste water system project. Andrea will meet with City of Dufur to further the discussion.

2. *Staff Report:* A full report was provided in the Agenda Packet. GorgeWorks – Continuing to explore potential partnerships for the program. Application process is closed. Received 39 applications for 15 positions; Food Facility – Met with Food Security Coalition to explore options for a facility that could meet multiple needs in the community, John Huffman as State Director of USDA Rural Development in Oregon to discuss potential resources through Rural Development, through Bayoan’s research the OSU Extension is now convening a meeting to discuss meet production/processing in the region; Dufur – Setting up a Branding meeting, discussed with Dufur City Clerk whether Dufur would be interested in joining the Wasco County/The Dalles Enterprise Zone designation, talked about how the Port might be able to help with gap financing of new infrastructure projects; Marina – Anderson Perry is finishing up the final design criteria for the sewer pump replacements, met with NEPUD, The Dalles Marina LLC to continue discussion about upgrading the marina electrical system, applied for OSMB Grant to replace the Guest Moorage dump station/pump out, Continuing to work with OSMB design engineers on option to improve the launch ramp area; SDAO Safety Grant – Panic exit bars have been installed on 3 doors, flammable liquid storage cabinets have been place in the shop and at the Marina, old lighting fixtures are being replaced throughout the office; Klindt Cove Kiwanis Park – moving forward with contractors.
3. *Reports of Committees*
 - a) Urban Renewal – Commissioner Coburn: Angie Wilson gave a clear and informative presentation at the last meeting. Meeting scheduled for next week.
 - b) Wasco EDC – Kathy Ursprung: Working with Dufur on their Branding process.
 - c) Dufur – Robert Wallace reported on activities in Dufur. Conducting a facilities assessment at the school.
 - d) R.A.R.E. – Bayoan Ware updated the Commission on his activities in January, 2018.
 - e) Chamber of Commerce: Commissioner Griffith: Provided training session for voting members
 - f) COT – Greg Weast/Andrea Klaas: Preparing for DC trip week of March 25, 2018.

DECISIONS FROM EXECUTIVE SESSION

Port’s Attorney to review and approve the Agreement presented to the Port Commission during Executive Session.

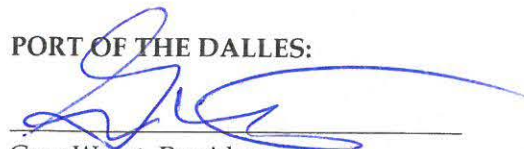
Motion to approve Resolution #2018-01 Authorizing Port Officers to execute documents selling and conveying certain real property to Bonneville Power Administration. M/S.Coburn, S/D.Griffith. Motion approved by a vote of 3/1 with Commissioner Wallace declaring a conflict and abstaining the vote.

COMMISSION CALL

1. President G. Weast: The Marina Contract needs to be reviewed for renewal. Need to review and update Port Policies.
2. Other Commissioners:
 - a. Commission Courtney – SDAO Conference was very good this year.
 - b. Commissioner Coburn – Followed the Gorge Works program, Kathy Ursprung and Bayoan Ware did a good job of creatively promoting the program.
 - c. Commissioner Griffith – First time to attend the SDAO Conference and enjoyed it.
 - d. Commissioner Wallace – Complimented Kathy Ursprung for doing a good job on Gorge Works.


THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:35 PM.

PORT OF THE DALLES:



Greg Weast, President
Board of Commissioners

ATTEST:



Robert Wallace, Secretary
Board of Commissioners

DATE APPROVED:

Prepared by: K.Norton