

**PORT OF THE DALLES COMMISSION**  
**Regular Session Meeting Minutes**  
**Wednesday, February 16, 2022, 5:30 p.m.**  
**Video Meeting via Zoom**

The Regular Session Meeting of the Port Commissioners was called to order by President Greg Weast at 5:32 p.m.

**ROLL CALL** Executive Assistant Toepke

- **COMMISSION** Greg Weast, Robert Wallace, Staci Coburn, David Griffith, John Willer
- **STAFF** Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant; Bill Dick, Attorney
- **GUESTS** Dave Anderson, Public Works Department Director, City of The Dalles

**PLEDGE OF ALLEGIANCE** Commissioner Weast

**PUBLIC HEARING FOR SUPPLEMENTAL BUDGET FY 2021/2022 OPENED AT 5:33 p.m.:** No comments or questions were received

**AGENDA CORRECTIONS/ADDITIONS** Executive Director Klaas None

**PUBLIC COMMENT OR QUESTION** None

**UPCOMING MEETINGS/EVENTS** Stands as included in meeting packet

**DISCUSSION ITEMS**

1. *2022 SDAO Annual Conference Recap (Virtual)*
  - Some sessions missed due to technical difficulties with the virtual conference platform
  - Sessions attended by Commissioners/points of note: Board Member/Tips on how to better run a meeting; Executive Director Evaluation/have Director's contract reviewed by an employee lawyer; Cyber Security; Strategic Planning; Emotional Intelligence/The main reason that you progress in life and career – it's your emotional intelligence that gets you far, not just your smarts. Anger is never a first emotion – curious what the first emotion is.; Executive Director Evaluation/make sure you have expectations set in writing. Have ED do review on themselves.; Boardmanship/found emergency preparedness specifically interesting
2. *Electric Vehicle Charging Station at The Dalles Marina*
  - Consensus: Interesting possibility, however, needs to be tabled until a later date when the Port ascertains whether there will be a parking redesign when the new launch ramp restrooms are built.

**REPORTS**

1. *Staff Report* Executive Director Klaas Stands as included in meeting packet.
2. *Committee Reports*
  - *Community Outreach Team* Commissioner Weast Hopefully going back to Washington, D.C. in March
  - *Urban Renewal* Commissioner Coburn Finalizing the budget for the update on the 1<sup>st</sup> Street project. Tony's Building: received at least \$250k from Business Oregon – hopefully there will be more funds to be had as abatement will be very expensive. Mr. Carpenter has finished two of the three storefronts – he will sell this spring then start working on the third piece.
  - *The Dalles Area Chamber of Commerce* Commissioner Griffith Chamber did not meet last month. April 22-24<sup>th</sup> will be the normal Cherry Festival Program. The Chamber crew is in Portland for the Sportsman Show – then at a show in Redmond next month – promoting The Dalles. The Chamber has an opening for someone to work on membership for them.
  - *Dufur* Commissioner Wallace Conversation with Mayor Keys about how the Port might be able to work with the City of Dufur. The push is to get the wastewater system completed and right behind that the freshwater system. ED Klaas is going to set up a meeting with the City of Dufur to see what the Port can

do to support some of the infrastructure improvements that are needed. A developer is read to build new homes but will be held up due to there not being enough water.

- Wasco County Economic Development Committee EA Toepke Did not meet in February, next meeting in March

**PUBLIC HEARING FOR SUPPLEMENTAL BUDGET FY 2021/2022 CLOSED AT 6:03 p.m.:** No comments or questions were received

#### ACTION ITEMS

1. January 12, 2022, Regular Session Meeting Minutes were Approved by Consensus
2. January 2022 Financial Reports were Approved by Consensus
3. Dog River Pipeline Replacement Project-Pipe Storage Site Lease: Request to reduce or waive monthly rate of \$5,000.00 M/D. Griffith, S/S. Coburn Discussion reference how the lease rate was set (Rate of return typically 4-8%) and how long it will be off the market (March-November 2022). Post discussion amendment to motion made: Dog River Pipeline Replacement Project-Pipe Storage Site Lease: Request to reduce or waive monthly rate of \$5,000.00, met by waiving the first month's rent of \$5,000.00, thereafter \$5,000.00 per month for duration of lease M/G. Weast, S/J. Willer, Motion Approved Unanimously
4. Correction to Resolution No. 21-006 Adopting a Supplemental Budget for Fiscal Year 2021/2022 M/S. Coburn, S/R. Wallace, Motion Approved Unanimously
5. Resolution No. 22-001 Declaring an Emergency and Authorizing Receipt of Grants, Borrowing and Expending Moneys, not included in the Budget for Fiscal Year 2021/2022 M/R. Wallace, S/J. Willer, Motion Approved Unanimously
6. Resolution No. 22-002 Authorizing Transfer of Funds Between Categories and Adopting a Supplemental Budget for Fiscal Year 2021/2022 M/J. Willer, S/S. Coburn, Motion Approved Unanimously
7. Resolution No. 22-003 Authorizing an Increase to the Interfund Loan from the General Fund to Marina Fund M/R. Wallace, S/J. Willer, Motion Approved Unanimously

REGULAR SESSION ADJOURNED AT 6:18 P.M. & EXECUTIVE SESSION COMMENCED AT 6:19 P.M.

EXECUTIVE SESSION ADJOURNED AT 7:05 P.M. & REGULAR SESSION RESUMED AT 7:06 P.M.

#### ACTION REQUIRED FROM EXECUTIVE SESSION

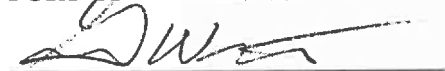
1. Port Attorney to send proposed letters to Anthony Morelli & District Attorney, Matthew Ellis M/G. Weast, S/S. Coburn, Motion Approved Unanimously
2. Port Staff to work with Gorge Networks reference requested easement on Riverfront Trail M/R. Wallace, S/J. Willer, Motion Approved Unanimously

#### COMMISSION CALL

- Continued appreciation and thanks to Port Staff for a job well done.
- Looking forward to meeting in person!

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:08 p.m.

PORT OF THE DALLES:



Greg Weast, President  
Board of Commissioners

ATTEST:



David A. Griffith, Secretary  
Board of Commissioners

DATE APPROVED: March 16, 2022

Prepared by: Jennifer Toepke, Executive Assistant