

**PORT OF THE DALLES COMMISSION**  
**Regular Session Meeting Minutes**  
**Wednesday, February 10, 2021**

The Regular Session Meeting of the Port Commissioners was called to order by President Greg Weast at 5:30 p.m. *\*The meeting was held via the video conferencing platform Zoom; attendees joined via computer or called in via telephone*

**ROLL CALL** Executive Assistant Toepke

**Commission** Greg Weast, Mike Courtney, Staci Coburn, Robert Wallace, David Griffith

**Staff** Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant; Anna Shank-Root, Land Use Strategist & Policy Analyst; Bill Dick, Attorney; Angie Macnab, Contracted Bookkeeper

**Guests** Merle Keys, Mayor of Dufur; Kathleen Bostick, Dufur City Clerk; Kristi Timmons, Licensed Property Manager, MVProperty Management; Dr. John Willer, Port of The Dalles Budget Committee Applicant

**PLEDGE OF ALLEGIANCE** President Weast

**AGENDA CORRECTIONS/ADDITIONS** Switch order of Agenda Items F & E

**PUBLIC COMMENT OR QUESTION** None

**REAL ESTATE V & G Update: Kristi Timmons, Licensed Property Manager, MVProperty Management**

There are three items to do before occupancy: sprinkler system/backflow testing/fire alarm system - perhaps within 2-3 weeks it will be finished – we are hoping for occupancy in early March. Commissioner Courtney took a tour – if anyone else would like one, please get in contact.

**COMMUNITY PARTNER INTRODUCTION** Merle Keys, Mayor of Dufur

Dufur is the best city to be living in! We are still working on the waste management system. Dirt Hugger may be able to assist us with removal of debris. We were awarded SCA money for a 5<sup>th</sup> Street upgrade to sidewalks, drainage controls, etc. Dufur School is sort of running normal again. Commissioner Weast inquired about the well & funding for a new wastewater system: The Mayor said concerning the well a screen collapsed and the pump broke, but a new system has been installed. Ms. Bostick said that there was an issue with getting request forms to USDA for funding the wastewater system, but now the City of Dufur is working with a specialist out of Portland to assist in this matter.

**UPCOMING MEETINGS/EVENTS** As included in Meeting Packet

**ACTION ITEMS**

1. **January 13, 2021 Regular Session Meeting Minutes** *were Approved by Consensus*
2. **January 2021 Financial Reports** *were Approved by Consensus*
3. **Appoint Dr. John Willer to Budget Committee Position #3, until its expiry on June 30, 2022**  
*M/M. Courtney S/R. Wallace, Motion Approved*

**REPORTS**

1. **Staff Report** Executive Director Klaas Stands as included in the Meeting Packet, plus: ED Klaas gave a verbal update concerning the Columbia River Gorge Commission, recommended SDAO's 2021 Annual Conference Session on Cyber Security & stated that EA Toepke will schedule a tour at Dirt Hugger.
2. **RARE Report** Land Use Strategist and Policy Analyst Shank-Root Stands as included in the meeting packet, plus: Strategist Shank-Root highlighted some points about the Travel Oregon Destination Program Grant & the Brownsfield subject.
3. **Committee Reports**
  - **Community Outreach Team** Commissioner Weast & Executive Director Klaas Currently planning for scheduling video conference meetings with Washington D.C. for March 2021.

- Wasco County Economic Development Commissioner Courtney Nothing to report on, other than the community development documents that I sent out.
- Urban Renewal Commissioner Coburn We did not meet last month we are meeting this month.
- Dufur Commissioner Wallace Mayor Keys gave a full update on the City. At the school enrollment is at an all time high: 363 K-12 and 28 Preschool. 60 of those kids included are in the Ranger Academy online. The school is running an A/B schedule. Currently the OSAA is talking about athletics. The school applied for a seismic grant – the study is already done – the main improvement and initial focus would be on the gymnasium. I am busy demonstrating & testing electric tractors. Skid stirrers, mini excavators, electric pick-ups, are all in the future.
- Chamber of Commerce Commissioner Griffith The Chamber is its usual busy place. The Community Connector that comes out every Monday is full of a ton of activities. The City has come up with a second \$100k Grant that appears to be shared with about 58 businesses. A lot more people are applying then what they have money for. PPE is coming net month. I do not know if they will be getting another shipment after that. From what I see around the community people are wearing their masks. There is probably a lot more to say but I do not want to keep you here all night.

**REGULAR SESSION ADJOURNED AT 6:03 P.M. & EXECUTIVE SESSION COMMENCED AT 6:04 P.M.**

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

**COMMISSION CALL**

1. Commissioner Coburn Thank you to Anna for lovely grant writing and to Andrea & Jennifer for their work.
2. Commissioner Wallace Mayor Keys covered all my points, I too would like to thank staff.
3. Commissioner Griffith Dirt Hugger are going to be regenerating my vines at my vineyard.
4. Commissioner Courtney I echo thanks to the staff, especially Jennifer for keeping us inline for the meetings.
5. Commissioner Weast For sale sign on our property on the river should get replaced.

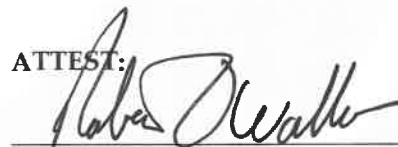
**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:08 p.m.**

**PORT OF THE DALLES:**



Greg Weast, President  
Board of Commissioners

**ATTEST:**



Robert Wallace, Secretary  
Board of Commissioners

DATE APPROVED: March 10, 2021

Prepared by: Jennifer Toepke, Executive Assistant