



Board Members: Chairman, Joel Peterson - Port of Morrow, Vice Chair, John Shafer - Umatilla County, JD Tovey - CTUIR, Jeff Wenzholz - Morrow County, Robert Blanc - Port of Umatilla

Alternate Board Members: Lisa Mittelsdorf - Port of Morrow, Dan Dorrان - Umatilla County, Kat Brigham - CTUIR, David Sykes - Morrow County, Jerry Simpson - Port of Umatilla

Staff: Emily Collins, Interim Executive Director

Board Meeting Agenda
Tuesday, February 24, 2025
Time 1:00 pm
Location of Meeting: Port of Morrow
2 E Marine Drive, Boardman, OR 97818

1. CALL TO ORDER AND INTRODUCTIONS

2. PUBLIC COMMENT PERIOD (3 Minutes Per Speaker)

3. CONCENT AGENDA

- A. [January 27, 2026, Meeting Minutes](#)
- B. [January 30, 2026, Special Meeting Minutes](#)
- C. [BEO January Statement](#)
- D. [QuickBooks January 2026](#)

4. INFORMATIONAL REPORTS

- A. Directors Update
 - 1. Bank Account Signers & Credit Card
 - 2. Office & Document Storage
 - 3. BRAC Audit Requirements
 - 4. Boardman & Irrigon Rural Fire Protection District Litigation
 - 5. Road Project
 - A. UEC Funding
 - B. ODOT Funding
- B. Road Project update from IRZ

5. WORK SESSION

- A. Payroll
 - 1. [Workers Comp Insurance Quote](#)
 - 2. Bookkeeper Contract
 - A. [Current Contract](#)
 - B. [Proposed Contract](#)



- B. Transfer of Property to Members
- C. Property Inquiries
 - 1. [Umatilla County Letter of Support](#)
- D. Policies & Procedures
 - 1. [Current Conflict of Interest Policy](#)
 - 2. [Draft Conflict of Interest Policy](#)
 - 3. [Media Policy](#)
- E. Financials
 - 1. [Budget Report](#)
 - 2. Road Construction Line of Credit
 - 3. Bank Account
- F. Other

6. FOR THE GOOD OF THE ORDER

7. EXECUTIVE SESSION

- A. Conflict of interest Policy
- B. Media Policy
- C. Employee Payment Agreement

The CDA may hold an executive session meeting for the permissible reason(s) stated below under ORS 192.660(2). Representatives of the news media and designated staff and other persons shall be allowed to attend the executive session. All other members of the audience will be asked to leave the room or the CDA board may adjourn to another meeting room.

Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision will be made in this executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.

ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.

ORS 192.660(2)(h) To consult with legal counsel regarding the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

8. ADJOURN



Join Zoom Meeting

<https://us02web.zoom.us/j/82219433992?pwd=JRjl3JGZntYpmCNwM0DtkWitHhMg0a.1>

Meeting ID: 822 1943 3992

Passcode: 517234

One tap mobile

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