



## Columbia Development Authority

**CDA Board Meeting MINUTES** Date:  
Tuesday, April 20, 2021  
**12:03pm**

Welcome and greetings from Chairman Don Russell

- **CDA Board Members Present:**

- Chairman Don Russell, Morrow County Alternate
- Vice Chairman Bill Tovey, CTUIR
- Kim Puzey, Port of Umatilla
- Ryan Neal, Port of Morrow/**Excused**
- John Shafer, Umatilla County
- Jim Doherty, Morrow County
- Lisa Mittelsdorf, Alternate Port of Morrow **Note: Lisa will be taking Ryan Neal place during this meeting.**

- Gail Nelson, Alternate Umatilla County/**Excused**

- Jill Marie-Gavin, Alternate CTUIR

- Robert Blanc, Alternate Port of Umatilla

- **CDA Staff:** Greg Smith, CDA Director, Debbie Pedro, CDA Admin, Ed Orloski Professional Services Contractor

- Loren Snow, CDA Attorney

- General Introductions of guests or members of the press join by Zoom or phone-**Guests Present:** Ryan DeGrofft, John Kilkenny, Stan Hutchison, Tamra Mabbott, Byron Smith, Robert Echonrode, Brad Baird, JR Cook, Paula Hall, Press Heppner Gazett.

- Old Business

1. Approval of CDA Board Meeting **Minutes February 18, 2021 Motion to approve** CDA Minutes was made by **Kim Puzey, 2<sup>nd</sup> Bill Tovey** all in favor; anyone oppose, none; the motion passes unanimously.

- New Business

Greg Smith Executive Director

1. Review of CDA's Financial Statements for February and March 2021. **2-11-21 a deposit of \$10,000.00 was made from the Walla Walla Foundry Sublease of 10 igloo's and on 3-11-21 a deposit was made of \$115.00 from SDAO Insurance longevity credit. CDA Checking Account Balance of \$118,498.98 is noted on March BEO Stmt and CDA QuickBooks report. Motion to approve** CDA financials was made by **John Shafer, 2<sup>nd</sup> Lisa Mittlesdorf** all in favor; anyone oppose, none; the motion passes unanimously.

2. Review of 4/2021-3/2022 Grant/Budget-Approved by (OLDCC) **Office of Local Defense Community Cooperation formally OEA. The budget is attached for your review. Total Budget approved was 542,325.00 Federal and a 10% match of 60,260.00 for a total of \$602,585.00. Motion to approve CDA/OLDCC Grant and Budget** was made by **John Shafer, 2<sup>nd</sup> Bill Tovey** all in favor; anyone oppose, none; the motion passes unanimously.

3. Update from CDA Attorney referring to Chairman as Alternate Member of the Board-**This in reference to Commissioner Shafer's question about Don Russell as Chairman of the CDA board while serving as an Alternate CDA Board Member. There was much discussion on this matter. Mr. Snow shared that in the CDA IGA it does allow additional board members as a non-voter members, and did suggest that there be a vote of the CDA board to recognize this; no amendment would need to be made to**



the IGA. But a change in the term would require a change to the IGA. Mr. Smith shared that he would like to keep Don Russell as the signatory to closing documents. Mr. Doherty asked if Mr. Russell could remain in the signatory roll. Mr. Snow shared that the board could ratify any past actions. Ms. Mittlesdorf asked if each action the board makes would need to make an amendment. Mr. Snow said no change would need to be made in the IGA. Ms. Mittlesdorf would like to make a motion to allow Mr. Russell remain the chair as a non-voting member. Mr. Puzey shared that amending the IGA could take a few months because this would have to go back to each member perspective boards. Mr. Doherty shared that the issue with the new term would still need to go to the perspective boards. Mr. Snow shared that sub-section I would require an amendment. Mr. Smith asked for direction. Mr. Shafer said it does not sit right to have an alternate as the chair. Ms. Mittlesdorf shared that the IGA does allow a non-voting member to be chair in section G. Mr. Doherty shared that the chair is the chair and does hold some sway being in that position and he believes Morrow County wants to keep within what their desires were when he was appointed this position with the CDA. Mr. Doherty asked if we were to leave Mr. Russell in as chair for this meeting, and get more clarity from legal counsel. Mr. Smith asked Mr. Snow what if we just do nothing right now? Sub-section I would need to be looked at; the board could pass a resolution to have Mr. Russell remain the signatory. There was a motion by Ms. Mittlesdorf to keep Mr. Russell as non-voting board chairman-with no 2<sup>nd</sup>/Motion died. Mr. Shafer asked if a signatory line is changed by the Army often because of personnel? Ms. Lanigan said that the Army can change the signatory within seconds, if you want to verify contact her supervisors. Mr. Smith asked if the board would like him to check on this. Mr. Shafer would like to make sure we are doing things above reproach; Mr. Doherty would like to have the opinion from our counsel. Mr. Puzey would like to make a motion and move to appoint Bill Tovey take the roll of chairmanship. Mr. Shafer 2<sup>nd</sup> the motion to have Bill Tovey as chairman, Question from Mr. Doherty and Mr. Smith to ask legal counsel to come back with a solution. Mr. Shafer resins his 2<sup>nd</sup> and the motion dies with no 2<sup>nd</sup>. Mr. Smith will go back to BRAC to find out about the signatories and will meet with CDA legal counsel and come back to the next board meeting with solutions for the board to consider as directed from the board. No vote was taken.

4. Economic Development Update by CDA Board Members. **Note: CDA Board tabled to next Board meeting.** HB 2017 Road Infrastructure Meeting Update-Bill Tovey gave this update. Port of Morrow, Port of Morrow Engineers, CTUIR, Morrow Co Planning Dept., Anderson Perry & Assoc., and. CDA Staff met on March 11<sup>th</sup>. A Motion to approve the spending HP2017 \$7 Million; shall be split equally by \$3.5 Million for Morrow County and 3.5 Million for Umatilla County for transportation costs related to the CDA. Mr. Tovey shared that the meeting was very good, Morrow Co. would like to utilize the funds for the road that will connect a bridge at Paterson Ferry exit to the CDA land on the east side and on the Umatilla Co. side and they looked at the the west side in Umatilla Co. A motion made by Bill Tovey, 2<sup>nd</sup> by Jim Doherty, anyone oppose-there was none, all in favor; the motion passes unanimously. Questions from Mr. Doherty shared that those funds would be tied to the county sides and that both sides would be meeting to determine how best to use those funds. Mr. Puzey asked if CTUIR would be meeting with Morrow Co as well? Mr. Tovey said that CTUIR is looking to hire Anderson Perry to do the work on Umatilla Co side.

5. Other Grant Opportunities-Business Oregon-Note this item was tabled. **Ryan DeGrofft will share at our next full board meeting grant opportunities that can benefit the CDA's mission.** Mr. Smith stated he is going to share while wearing his legislative hat, that he has proposed a bill to the legislature that would make it easier for entities such as the CDA to receive Business Oregon State funds for projects. **Bill HB 3307 will be emailed out to CDA board members for their review.**



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- Other Discussion for the Good of the Order

**Note:** If an item is to move to an Executive Session the board chairman will make the recommendation  
Public Comment:

- Adjournment **1:17pm**

- **Recess for Executive Session Announcemet: Note there was not an Executive Board Session**

The Columbia Development Authority may meet in executive session pursuant to ORS 192.660(2)(e), which allows the CDA to meet in executive session to discuss property negotiations.

**Note:** Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced.