

Board Meeting Minutes

Tuesday, April 14, 2020
10:00 am (Mountain Time)
Telephone Conference Meeting
Conference Call Number: 541-896-1824

Members Present:

- Grant Kitamura, Board President
- Greg Smith, Officer to the Board
- Lynn Findley, Board Vice President
- Corey Maag
- Jason Pearson
- Kay Riley
- Randi Svaty

Guests:

- Mike Walker
- Brad Baird, Anderson Perry
- Pat Caldwell, Malheur Enterprise

Staff:

- John L. Braese
- Julee Hicks

Regular Board Meeting Call to Order and Approval of Minutes:

Board President Grant Kitamura called the meeting to order at 10:05 am. It was determined a quorum was present. Kitamura asked for any discussion regarding the March 31, 2020 minutes. Board Member Randi Svaty made a motion to approve the minutes of March 31, 2020 as presented. The motion was seconded by Board Member Corey Maag. By unanimous vote, the minutes were approved. Please note, Lynn Findley joined the call at 10:11 am, following acceptance of the March 31, 2020 minutes.

Discussion and Action: Project Distribution

Board President Grant Kitamura handed the meeting over to Officer to the Board Greg Smith for a discussion on project distribution.

Smith requested the board consider a vote to name Anderson Perry as Construction Project Manager for the Treasure Valley Reload Center. Smith continued stating Gregory Smith and Company would remain as site manager for the project. Anderson Perry would lead all work on civil, rail and building design under the designation.

Board Vice President Findley stated his support of the idea. Mike Walker stated his belief an RFP may be needed to obtain the best deal.

Anderson Perry's Brad Baird discussed his firm's experience in managing projects. Baird also discussed the possibility of establishing an office in Ontario when construction begins on the TV Reload Center. Baird said he sent a sample of his fees to date this morning, showing all work completed has been under budget. Baird also said his company has been inter-phasing with other consultants on the project. Findley said an RFP for the project was completed approximately two years earlier and could be carried over under current state regulations. Kitamura expressed a new RFP would possibly increase costs and slow down the current process. Smith explained all invoices would still go through a series of checks and balances prior to payment. Board member Corey Maag stated the hiring of Anderson Perry would show a benefit for efficiency. Kitamura said the county has requested a letter from the Oregon Department of Transportation stating their approval of the plan and state reimbursements would be paid.

Board member Kay Riley made the motion to assign Anderson Perry as Construction Project Manager effective immediately. Smith second the motion. By unanimous vote, the motion passed.

Discussion and Action: Project Update

Smith said the Oregon Transportation Commission meeting was scheduled for April 16. A vote approving a change in milestone dates and approval for 100 percent design on civil, rail and building design is expected.

Smith said a review of all outstanding invoices is scheduled for later today. In addition, the board will be forwarded quotes from two insurance carriers in response to RFP responses once the quotes are received. Smith said a meeting was in process of scheduling with the proposed operator and with Union Pacific. Due to current conditions, Union Pacific is seeking new business according to industry sources. The number of cars being used today is below the level used in 2009. The prior meeting in Omaha with Union Pacific personnel was cancelled due to the Covid-19 crisis.

Smith asked Kitamura to create a subcommittee to provide information on items needed for inclusion in the BUILD grant.

Public Discussion:

Mike Walker expressed the project was moving forward and he was happy with the progress made to date.

Smith reminded the board of the Thursday afternoon webinar call regarding the Emergency Injury Disaster Loan and Paycheck Protection Program – funding programs available to businesses as a result of the Covid-19 crisis.

Adjournment:

With no further discussion, the meeting was adjourned at 10:36 am.

Respectfully Submitted:

Greg Smith, Officer to the Board