



Malheur County Development Corporation

Tuesday, August 20, 2024

10:00am (Mountain Time Zone)

Attendees: Grant Kitamura, Board Chair; Ralph Poole, Board Member; Mike Walker, Board Member; Corey Maag, Board Member; Shawna Peterson, Executive Director; Taylor Rembowski, Malheur County Economic Development

Online Attendees: Kay Riley, Board Member; Emily Conlon, S Peterson Law; Les Zaitz, Malheur Enterprise; Pat Caldwell, Malheur Enterprise; Steven Mitchell, Malheur Enterprise; Antonio Sunseri, Argus Observer

1. Call meeting to order.

Board Chair Grant Kitamura called the meeting to order at 10:00am.

2. Review and acceptance of previous meeting minutes.

Kay Riley made a motion to approve the August 6, 2024, meeting minutes. Corey Maag seconded the motion and all present board members voted in favor.

3. Reports:

a. Update from Executive Director Shawna Peterson

Executive Director Shawna Peterson provided an update on the work underway. Axiom sent an update regarding work underway at the site. On August 19th, a superintendent from RailWorks was onsite to oversee sub-ballast work done by subcontractor Warrington Construction and tested for compaction by Atlas. Work will continue through August 21st. Union Pacific's inspector will be onsite on that date to go over material onsite and to confirm the pad is prepared correctly.

Peterson had a call with Commtrex last week, they have gathered all information that they needed and expect to deliver the awaited report before the next meeting.

4. Discussion and Action Items:

a. Next Steps

Unanticipated agenda items may or may not be included.

The meeting is accessible to persons with disabilities. For any special accommodations, please email malheurcountydevelopmentcorp@gmail.com at least 48 hours prior to the meeting.

Executive Director Peterson presented the annual funding agreement with the County to board members for board approval; board approval is required before the agreement is finalized by the county court. The board will review the County funding agreement and discuss it at the next meeting. Ralph Poole asked about when ODOT will release further funding. Peterson reminded the board that ODOT will release funding as progress is made; currently, the only approved funding is for the earthwork at the turnout pads at the connections to the mainline as well as the Commtrex work. ODOT also would like to see progress on identifying an operator for the site. Peterson is still in communication with a prospective operator. Mike Walker questioned the need for a non-disclosure agreement with prospective operators; Peterson reinforced that the non-disclosure agreement is not optional at this time and that such agreements are a common practice in business development. The board also discussed the building and the building site. Executive Director Peterson will maintain a library of all plans.

b. Approval of Invoices (if any)

The board discussed sourcing Union Pacific approved ballast that will need placed before the switch installation. Executive Director Shawna Peterson presented a quote and explanation from RailWorks on the additional pricing for this work in the form of a Change Order. The change in price is \$29,003.92. The ballast cost will be presented to ODOT for approval. Ralph Poole made a motion to approve the RailWorks Change Order with a price increase of \$29,003.92. Corey Maag seconded the motion and all present board members voted in favor.

The board reviewed an invoice from Atlas for \$188.00 for work at the turnout pads. This payment was already approved for reimbursement by ODOT as part of the turnout pad earthwork project. Ralph Poole made a motion to approve the Atlas invoice in the amount of \$188.00. The board discussed invoice approval process. Corey Maag seconded the motion and all present board members voted in favor.

5. Next Meeting Agenda Build

The next board meeting is scheduled for September 3, 2024 at 10:00am at the Malheur County Courthouse.

6. Adjournment. The meeting ended at 10:37am.