



## Malheur County Development Corporation

Thursday, May 9, 2024

10:00am (Mountain Time Zone)

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**Attendees:** Grant Kitamura, Board Chair; Corey Maag, board member; Ralph Poole, board member; Kay Rile, board member; Mike Walker, board member; Shawna Peterson, Executive Director; Lonny Hytrek, Lonny Hytrek CPA; Les Zaitz, Malheur Enterprise; Adele Schaffeld, Malheur County Building Department; Taylor Rembowski, Malheur County Economic Development; Ron Jacobs, Malheur County Commissioner

**Online Attendees:** Jason Pearson, board member; Steven Mitchell, Malheur Enterprise; Antonio Sunseri, Argus Observer

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### 1. Call meeting to order.

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

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### 2. Review and acceptance of previous meeting minutes.

Kay Riley made a motion to approve the April 16, 2024, meeting minutes. Corey Maag seconded the motion and all present board members voted in favor.

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### 3. Reports:

#### a. Financial Report: Lonny Hytrek

The board reviewed the balance sheet and profit and loss statement provided by Lonny Hytrek. Hytrek explained the reports, including the retainage withheld from ODOT as well as retainage withheld from MCDC portions of the reports. The board discussed the methodology of the cost basis report generated by Hytrek. Discussion also included the original agreement budget and milestones, as well as having Hytrek's office generate a spreadsheet showing expenditures broken down by vendor to be provided to board members.

#### b. Update from Executive Director Shawna Peterson

Peterson met with Oregon Transportation Commission Chair Julie Brown to discuss the status project, the recently issued staff letter from ODOT, and next steps moving the project forward. Peterson was able to speak in particular about the Commtrex proposal that will provide data analysis on shipping lanes and assist in identifying prospective operators, the priority of completing the rail. Peterson also attended a dinner with the Transport Commission as well where she was able to connect with other

Unanticipated agenda items may or may not be included.

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ODOT officials to discuss completion of the project. Peterson was pleased with the reception and will continue to pursue release of funding in prioritized steps to advance the project.

#### **4. Discussion and Action Items:**

##### **a. Next Steps**

Executive Director Shawna Peterson presented a draft outline prepared by Axiom that identifies the state of the current design and what remains to be completed. The board discussed the building plan and code requirement issues that still remain. Adele Schaffeld, Malheur County Building Official, was participated in board discussion pertaining to fire sprinkler requirements for the building. The board discussed building options and further discussed permitting requirements. Executive Director Peterson advised that a conversation exploring thoughtful redesign is timely and appropriate. Peterson added that her understanding of ODOT's priorities are to 1) connect the rail to the mainline and complete the rail infrastructure and 2) further inform the business plan, including identifying an operator and updating the design budget.

Executive Director Peterson committed to follow up with ODOT to continue the funding discussion.

##### **b. Approval of Invoices (if any)**

None.

Taylor Rembowski spoke to the board about a current farm tenant's drainage issue. Ralph Poole made a motion to permit the farm tenant on the surrounding county property to access and trench for drainage, as and if needed, on the edge of MCDC property so long as any changes are reversible and that they do so at the end of their tenancy. Kay Riley seconded the motion and all present board members voted in favor.

County Commissioner Ron Jacobs along with Kay Riley thanked the Nyssa Fire Department as well as Deseret Farms for their assistance in weed mitigation at the project site.

Les Zaitz asked if the Commtrex proposed work is essential to the project. Executive Director Peterson answered that the Commtrex proposal is essential to obtaining an operator for the reload site. Zaitz asked why Malheur County cannot fund the Commtrex work. Peterson answered that there is not a reason the County has not been asked to pay for the Commtrex work, but that ODOT is the one who is reviewing the business plan and authorizing next steps.

#### **5. Next Meeting Agenda Build**

The next board meeting is scheduled for May 21, 2024 at 10:00am at the Malheur County Courthouse.

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#### **6. Adjournment.** The meeting ended at 11:39am.

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