

PORT OF CASCADE LOCKS

The Port of Cascade Locks Commission Meeting was held Thursday, January 17th, 2008 at the City Hall Council Chambers, Cascade Locks, Oregon.

I. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE: Commission President Lee called the meeting to order at 7:05 pm.

II. ROLL CALL: Commissioners Lee, McLean, Woosley & Janik were present. Commissioner Caldwell was absent.

Others present: Attorney Jerry Jaques, Kristi Bengtson, Pat Albaugh, Dale Davis, Richard Mortweet, & Camera Operator Betty Rush.

III. MODIFICATIONS, ADDITIONS TO AGENDA: Commission President Lee stated that GM Daughtry was excused. Commission President Lee moved RARE Julia's report up in agenda.

IV. ITEMS FROM THE FLOOR:

a. General Public: Richard Mortweet, North Bonneville, WA requested that the Port Commission consider restricting truck traffic from the Bridge of the Gods or at least consider not allowing trucks that carry hazardous waste across the Bridge. Mr. Mortweet also asked how the tolltakers knew if a truck was over the weight limit.

Commissioner McLean stated that the Port realizes that the big trucks do the most damage to the bridge, but we have bridge inspections every two years and feel comfortable with the safety of the Bridge.

Commissioner Lee stated that the Port of Entry does sporadic checks on trucks for weight violations.

Port Commission thanked Mr. Mortweet for his comments.

Commission: Nothing to report.

Government Officials: Nothing to report.

RARE Report: Julia Babcock

- Thanked Commission for the opportunity to attend the sailing symposium in Florida. Babcock stated that the community needs continued enthusiasm about sailing to make a community sailing program a success.
- Received funding from a Preserving Oregon Grant for the restoration of the House 3 porch will be working with Amy from Oculus.
- Submitting SDAO grant for fire alarm systems in Port buildings.
- Leaving for Vernonia this evening to help with flood relief.

V. CONSENT AGENDA (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Commissioner may make a motion to remove any item from the Consent Agenda for individual discussion.)

- a. Approval of Minutes: Regular Meeting, January 3rd, 2008.
- b. Approval of Bills dated January 17th, 2008 in the amount of \$ 30,556.81
- c. Approval of December 2007 payroll in the amount of \$48,309.46.

COMMISSIONER WOOSLEY MADE A MOTION TO APPROVE THE CONSENT AGENDA. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Janik, & Woosley.

VI. OLD/NEW BUSINESS:

- a. **Discussion and approval of contract with Oculus Fine Carpentry Inc. for Porch Restoration for House 3 in an amount not to exceed \$27,870.00.**

Commission President Lee stated that this contract is for restoration of the porch on House 3 and is being funded in part through a Preserving Oregon Grant.

COMMISSIONER MCLEAN MADE A MOTION APPROVING THE CONTRACT WITH OCULUS FINE CARPENTRY, INC. FOR THE PORCH RESTORATION ON THE THIRD LOCKTENDER HOUSE IN AN AMOUNT NOT TO EXCEED \$27,800.00. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Janik, & Woosley.

- b. **Discussion on canceling/rescheduling February 7th, 2008 Commission Meeting.**

Commission President Lee stated that GM Daughtry and Commissioner Janik would be absent for that meeting, because they are attending the SDAO Conference that week.

COMMISSIONER WOOSLEY MADE A MOTION TO CANCEL THE FEBRUARY 7TH, 2008 MEETING. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Janik, & Woosley

e. Staff Reports:

Dale Davis (Maintenance Department)

- Snow removal, thanks to the City for helping with the sanding.
- Port's sander is not working, part on order.
- Christmas lights taken down and stored, thanks to City for loaning us the line truck.
- Replaced, fixed lights at bridge.
- Leak in pavilion ceiling, getting fixed.
- Buffing pavilion floor.
- Working up cost estimates for remodel of house 3 upstairs.
- An area of House 2 was enclosed for a records archive room.

Commissioner Woosley suggested that we gravel an additional area for parking at house 3.

Pat Albaugh (Finance Department)

Financial Report, December 2007

- Slight decrease in available funds.
- Expenses creeping up, needs to be checked and managed.
- Revenue is holding, bridge is slightly down.

Other:

- Campground restroom reimbursement check came in.
- Set up archive room in basement of House 2.
- Leased a new copier.
- Sold 47 annual passes to date.
- Auditor in next week.

- Staff Albaugh presented a slide show of the US Sailing Symposium he attended in Florida. Albaugh stated that it was a very informative conference, feels we should invite Andy Mack (CGRA) to next meeting.

Commissioner Lee asked about the funding from the OSMB. Staff Miller stated that they have given us information to apply for funding for the replacement of the restroom and decking on the dock at the launch site.

Discussion on inquiring with the OSMB about extending the dock and breakwater at the launch site. Staff Miller stated that we can speak with the OSMB about these two additional items, but those items would require permitting, which would take probably 1-2 years and would not likely be part of this application.

Commissioner Lee stated that Staff Albaugh has suggested an idea to put a floating building in the Marina. Commissioner Lee stated that it could be used as a training center, meeting room etc. This would eliminate the use of the jetty in the beach area for a building.

- d. GM Report:** Daughtry was excused for the meeting, but had submitted this written report.

BEACH IMPROVEMENTS

- Jarvis Brecker (CGRA) and I attended the Oregon State Marine Board Meeting on January 8th at the Portland Expo Center thanking the Board for the over \$400,000 in capital grants and annual maintenance reimbursements received by the Port since 1989. After the meeting, the Executive Director gave me a cost proposal and engineering plan to replace the boat launch dock. Also included was an invitation to request grants for a new restroom facility at the boat launch and a fish cleaning station. (We also need to fill out grant applications for facilities to support sailing and other uses at the east end beach.)
- Need to create scope of work for jetty/beach improvements for the \$100,000 HUD grant, which should be available for disbursement in the spring.

UNDERPASS PROJECT

- Meeting scheduled for Tuesday, January 15th at 1:30pm with Steve Maltby of Parametrix concerning underpass budget.

MISCELLANEOUS

- Plans on the House #3 upstairs renovation were submitted to the County for review, as well as the City Fire Chief.
- A new records archive room was constructed in the basement of House #2, to replace the space that was lost in the top of House #3.
- Received an inquiry asking if the Port had contributed funds towards sending Don & Gyda Ann Haight to US Sailing Conference. Responded that the Port has not and doesn't plan to contribute towards their expenses.
- Commissioner Lee, and I will be a meeting with Scott Keillor on Monday, January 14 to discuss the Port's need for consulting planning and engineering services.
- Attending MCEDD Board Retreat in The Dalles on Saturday, January 19th.
- Kris is arranging for travel and lodging for Jean, Tim and I to travel to Washington, DC the first week in March. We will all be flying out of PDX on Saturday, March 2nd. Jean will be returning on Wednesday, March 5th, and Tim and I will be returning on Friday, March 7th. Tim and I will be registered for the PNWA Conference, which runs from Sunday through Thursday. We have asked Hal to arrange for meetings with the Congressional Delegation, Staff, and Administrative agencies for mostly Monday and Tuesday. Jean, Tim and I will attend those meetings. Any meetings scheduled after Tuesday will be covered by Tim and I.
- Plan to attend Oregon Ports Group meeting on January 31st in either Portland or Salem (to be determined.)
- Participating in Connect Oregon Peer Review Committee meeting on February 1st in Salem.

- Attending Northwest Transportation Conference in Corvallis on February 5th.
- Attending SDOA Conference on February 7 – 12, along with Marva and Pat.

e. Monthly Calendar Review

VII. Recess/Adjournment

Commission President Lee recessed the regular meeting at 8:15 pm. 5 minute break

VIII. Executive Session

Commission President Lee called the Executive Session to order under ORS 192.660 2 (e) Real Property Negotiations & 2 (f) Exempt Documents at 8:20 pm.

In Attendance: Commissioners Lee, McLean, Woosley & Janik. Also: Attorney Jaques, Staff Miller and Albaugh.

Discussion: SDS agreement, Warm Springs Tribe agreement.

Commission President Lee adjourned the Executive Session at 8:52 pm and returned to regular meeting.

No action taken.

Discussion on the upcoming meeting with Parametrix regarding budget for Marine Park Underpass study.

COMMISSION PRESIDENT LEE ADJOURNED THE REGULAR MEETING AT 9:00 PM.

Meeting adjourned at 9:00 pm

Submitted by Kristi Bengtson