



PUBLIC MEETING: Port Commission Action Meeting

DATE: Tuesday **September 19, 2023, 6 PM**

LOCATION: Cascade Locks City Hall 140 Wa Na Pa St, Cascade Locks, OR 97014

<https://us02web.zoom.us/j/85806615790>

MINUTES

- 1) Commission meeting called to order 6:01 PM
 - a. Pledge of Allegiance
 - b. Roll Call
 - i. President Lorang
 - ii. Vice-President Klute
 - iii. Commissioner Nance
 - iv. Commissioner Peterson
 - v. Commissioner Thweatt
 - vi. Members of the Staff and Other Support – GM Jeremiah Blue, Secretary Keriane Stocker, Accountant Chuck Mosher, Special Projects Coordinator Brittany Berge
 - vii. Members of the Public – Jeanetta Blue, Dave Lipps, Chris Matlock, Butch Miller Councillor Cascade Locks, Ginger Shepherd (Columbia Gorge News) Philip W / Pioneer News
 - c. Modifications, Additions and Changes to the Agenda
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) Discussion
 - a. Determine date to further discuss City Electrical Systems Upgrade
 - i. C Thweatt pointed out that she would prefer that the Port and the City made a contract before proceeding. GM Blue commented that the Port has always asked for an agreement with the City before they got too far down the path of what they were going to choose to do. However, the previous commission had more time to review this project than the current commission has had. He also added that he wanted an agreement in place that sort of guides the project but still wants the Commission to have the option to say "No, it's just not something we're interested in spending that \$2.4 million dollars on." C Thweatt clarified herself by saying that she was thinking about an agreement on a grander scale than just this project such as an infrastructure agreement. VP Klute inquired when the grant money needs to be used. GM Blue replied that the money needs to be spent by June 24th. C Nance confirmed if "earmarking" is considered "spending". GM Blue answered that it does not. After deliberation, the Commission agreed on Tuesday, October 24th to meet with BKI Engineering to further discuss details.
- 4) Consent Agenda (***)Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may take a motion to remove any items from the Consent Agenda for individual discussion).
 - a. Approval of minutes for Commission Meeting from August 15, 2023 and September 5, 2023
 - b. Ratification of bills in the amount of \$331,017.29
 - c. of payroll for August 18, 2023 in the amount of \$39,964.54 and for September 5, 2023 in the amount of \$43,119.24

VP KLUTE MADE A MOTION TO APPROVE THE CONSENT AGENDA; C PETERSON SECONDED; Passed Unanimously

5) Business Action Items

- a.** Approval of Recommendation for Award of Cascade Locks Trail Project – Brittany Berge
 - i.** Berge reported on the Cascade Locks Trail System and informed the Commission that two proposals for the RFP for Phase 1 of the Cascade Locks Trail System were received. Options given were to award Ptarmigan Ptrails, LLC to construct Phase 1, reduce the amount of trail to be built or to take other actions which the Commission sees suitable.

C NANCE MADE A MOTION TO AWARD THE CONTRACT TO PTARMIGAN PTRAILS, LLC TO CONSTRUCT PHASE ONE OF THE CASCADE LOCKS TRAIL SYSTEM, AND DIRECT STAFF AND PORT CONTRACTORS TO WORK WITH PTARMIGAN TO DETERMINE THE WORK PLAN THAT CAN BE ACCOMPLISHED WITH GRANT FUNDS AVAILABLE FOR THE PROJECT FROM OREGON PARKS AND RECREATION, AND ANY OTHER SOURCES THAT MAY BECOME AVAILABLE; C THWEATT SECONDED; Passed Unanimously

- b.** Consider Ordinance Amendment Regarding Alcohol Use on Port Property – Jeremiah Blue
 - i.** The Commission further deliberated on amending the section in the Port Ordinance regarding alcohol use on Port property. GM Blue submitted possible language for the amendment, provided by the Port’s attorney and advised the Commission what the steps were if the amendment was approved. C Thweatt, though supportive of the amendment, voiced her concern that the Commission seriously consider the consequences as well.

TABLED FOR FURTHER DISCUSSION.

6) Commissioner Comments

- a.** C Thweatt reported that she visited the Port of Kalama with GM Blue, Special Projects Coordinator Berge and Secretary Stocker. She found Mark Wilson, Executive Director of the Port of Kalama very informative and helpful, answering all of her questions no matter how elementary. She mentioned that she will be present at the Oregon Infrastructure Summit in Corvallis after attending SDAO training in Salem. She will be attending the summit for work and may be able to balance time for the Port.
- b.** C Peterson commented that he attended SDAO training in Port of Morrow and found the visit and the area very informative.
- c.** C Nance stated that he has a SDAO training coming up. He inquired more about the sniffing canines work in Marine Park. C Nance also reported that Buddy’s Beer Arcade’s “Fight the Mayor Street Fighter 2 Throw Down” raised a couple of hundred dollars for the CLES PTO.
- d.** P Lorang commented that he will be attending the OPPA Annual Conference as well as the PNWA Annual Convention.
- e.** VP Klute commented that she attended the SkaCCC Luncheon and will also be attending the PNWA Annual Convention. She mentioned that the Museum’s Magical History Masquerade will be on October 14th and the Museum currently needs donations for the auction. GM Blue offered to reach out to the Port’s tenants for contributions. VP Klute also expressed interest in holiday events, stating that she would love to see the Port and the City do a joint event during the holidays.

7) General Manager Report

- a.** GM Blue reported that Shawna Sobaski of Kaile’a Coffee Co reached out to the Port to set up in the park for a couple of weeks, as a trial-run. They are looking to park near the three-way stop. GM Blue explained that the Port has a vendor permit that allows vendors to sell on Port property for two to three days or during events, but it does not cover such an extended time

as Sobaski is proposing. The normal vendor fee is \$200, he and Sobaski have agreed on \$100 per day. The Commission expressed their general approval. C Nance pointed out that the garbage created should be taken by Sobaski and not added to Maintenance's responsibilities. GM Blue announced that Confederated Tribes of the Umatilla Indian Reservation (CTUIR) reached out for another meeting in November or December, topics that they would like to discuss are how things are going at bridge, their experience with showing their Tribal ID cards to waive toll, etc. GM Blue also mentioned that the Four Treaty Tribes and the Port are looking to erect four (4) flagpoles around the Sacagawea statue and have also discussed potentially holding a Treaty Tribes Day in Cascade Locks. The new docks will also be under discussion once ACL goes into the permitting process with the Army Corps of Engineering. GM Blue felt that it would be beneficial if the Port was present for those discussions, as well. He reported that Medenbach will be putting up a sign during the first part of next week. He also added that he plans for her to give an update on Flex 6's status during every meeting. GM Blue informed the Commission that Verizon is interested in putting up a cell tower in Business Park, similar to the one US Cellular currently has. He also noted that the bridge inspection will be underway soon. The Port schedules an inspection every two (2) years and it is completed by ODOT.

8) Executive Session under ORS 192.660(2)(e) Real Property Negotiations

- a.** Recess from Regular Session, into Executive Session at 7:25 pm
- b.** Recess out of Executive Session, into Regular Session at 7:56 pm
- c.** GM Blue stated that he has brought a lease renewal for Let's Truck in front of the Commission. The most significant change is that the renewal is only for one (1) additional year.

C PETERSON MADE A MOTION TO EXTEND THE LEASE WITH LET'S TRUCK AND TO BE SIGNED BY THE COMMISSION PRESIDENT; C THWEATT SECONDS; Passed Unanimously

9) Adjournment 7:58 pm

C NANCE MADE A MOTION TO ADJOURN; VP KLUTE SECONDED; Passed Unanimously

Port of Cascade Locks

Port Commission President
Brad Lorang

Port Commission Secretary
Albert Nance

Date Signed

Date Signed