



PUBLIC MEETING: Port Commission Meeting

DATE: Tuesday **November 7, 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 (Attending via Zoom)
 - iv. Commissioner Peterson
 - v. Commissioner Thweatt
 - vi. Members of the Staff and Other Support – GM Jeremiah Blue, Secretary Keriane Stocker, Accountant Chuck Mosher, Accounting Specialist Melissa Warren
 - vii. Members of the Public – Janice Crane, Ron Downs, JoAnn Wittenberg; via Zoom – Julie Armstrong, Denise Emmerling-Baker, Dave Lipps, Chris Matlock, Butch Miller, Ginger Shepherd, Brenda W. and two under the following aliases: iPhone, Present
 - c. Modifications, Additions and Changes to the Agenda
- 2) Public Comment (Speakers may be limited to three (3) minutes)
 - a. JoAnn Wittenberg of Cascade Locks offered a few insights about the city's previous Christmas tradition, the Festival of Lights. She urged the commission to get feedback from citizens that have lived in Cascade Locks from sixty (60) years ago.
- 3) Presentations
 - a. Approve 2023–2024 Cascade Locks Historical Museum Grant Request – Janice Crane
 - i. Museum Executive Director Janice Crane presented a grant request for \$30,000 to the Commission. GM Blue reminded the Commission that they have already granted \$5,000 to the Hood River Energy Council and that the Port also uses some of the funds for Fourth of July Fireworks. He added that he can later give the Commission a general figure of what is left in the fund. C Thweatt asked to look into a more sustainable method of funding the Museum rather than having Crane come back every year. VP Klute voiced that she would like to see more information regarding the budget before making a decision.

TABLED UNTIL NEXT MEETING

- b. Authorize Reading Ordinance No. 2023-1: An Ordinance Regulating Conduct on Port Property (Copies of the Ordinance are available at the Port Office) – Jeremiah Blue
 - i. GM Blue reported that this item was brought up at previous Commission meetings and that the first reading is the first step into adopting the ordinance.

VP KLUTE MADE A MOTION TO READ BY TITLE ONLY; C NANCE SECONDED; Passed Unanimously

- ii. GM Blue read the First Reading by title only.

VP KLUTE MADE A MOTION TO HAVE A SECOND READING AT THE NOVEMBER 21ST MEETING; C NANCE SECONDED; MOTION PASSED 4-1 WITH P LORANG, VP KLUTE, C NANCE AND C PETERSON APPROVING, AND C THWEATT OPPOSED

- iii. C Thweatt expressed her concerns about how the Ordinance was going to be enforced.

- c. Approve New Position and Organization Chart – Jeremiah Blue

C THWEATT MOVED THAT WE APPROVE THE PROPOSED ORGANIZATIONAL CHANGES, WHICH INCLUDE THE INTRODUCTION OF A NEW DEPUTY DIRECTOR POSITION AND THE TRANSITION OF THE TITLE FROM GENERAL MANAGER TO EXECUTIVE DIRECTOR; C PETERSON SECONDED; Passed Unanimously

4) General Manager Report

- a. GM Blue updated the Commission on the status of the Strategic Business Plan (“SBP”) and informed the Commission that Moss Adams should be reaching out to them in the next 2-4 weeks for individual interviews. He also recommended that, this time, the Moss Adams also reach out to the Port’s consultants. He reported that he has interviewed prospects for the Operations Manager and is still deliberating. Meeting with Mark Troutman regarding the installation of the new engines as it is a big project for Quarter 1. He extended a warm welcome to Melissa who has returned from her leave. He informed that the Commission will be meeting with Parametrix at the next meeting. They are the group that conducted the Marine Park Trail Study. He also added that staff is working on updating the Employee Handbook. Lastly, GM Blue delved into the topic regarding Christmas lighting and gathered feedback from the Commission.

5) Commissioner Comments

- a. C Peterson reported that the Tourism Committee sent out their Flash Report, recently. He asked for feedback from anyone that attended the Mid-Columbia Economic Development District (“MCEDD”) Symposium on November 3rd. GM Blue replied that he only attended a portion of it however found it was a great networking opportunity and MCEDD promoted what they could do to help the businesses in the Gorge.
- b. C Thweatt extended her thanks to the community members that expressed their thoughts.
- c. VP Klute requested an update on Flex 6. GM Blue answered that he did not have an update at the moment and will touch base with Medenbach, tomorrow (11/08/2023) for an update. VP Klute expressed her happiness that the Sternwheeler will be staying for the entire season. She wanted to generate support for it, and announced that it is open on the weekends and is now also offering lunch and dinner. It is also available for holiday parties.
- d. P Lorang thanked the Commissioners for being diligent with their trainings.
- e. C Nance extended his thanks to the public members for their comments. He is looking forward to the joint-meeting with the City. He also thanked the businesses and residents that participated with Halloween as well as those that supported and helped raise funds for the Pacific Northwest Search and Rescue. He also noted that there is a Cascade Locks Fall Cocktail Walk being planned between the local businesses.

6) Executive Session under ORS.192.660(2)(h) Legal counsel regarding litigation or litigation likely to be filed

- a. Recess from Regular Session, into Executive Session at 7:01 pm
- b. Recess out of Executive Session, into Regular Session at 8:02 pm

7) Adjournment 8:02 pm

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

Port of Cascade Locks

Port Commission President
Brad Lorang

Port Commission Secretary
Albert Nance

Date Signed

Date Signed