

## Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, January 18, 2018 at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

- 1) **Commission meeting called to order:** CP Groves called the meeting to order at 6:03pm.
  - **Pledge of Allegiance**
  - **Roll Call:** Commissioners Groves, Stipan, Lorang, Caldwell and Bump were present. **Others Present:** GM Paul Koch, Secretary Sally Moore, Bridge of the Gods Manager Ryan Vollans, Accounting Specialist Melissa Warren, Caroline Park, Dave Lipps and camera operator Betty Rush.
  - **Modification, Additions & changes to the agenda:** GM Koch added Item 2a, a report from Thunder Island Brewing owners, Dave Lipps and Caroline Park and a report on their fund-raising efforts as a result of the Eagle Creek fire.
  - **Declaration of Potential Conflicts of Interest: None**
- 2) **Public Comment (Speakers may be limited to three (3) minutes)**
  - a. Caroline Park reported that they submitted their application for ODOT for the curb cuts. This is for their new building on WaNaPa St. Caroline reported that their critical path and timeline for their building will be ready soon and they will give a copy to the Port. Caroline stated that she sent an email to all Commissioners regarding the GoFundMe page supporting firefighters in the Gorge during the fire and added \$24,000 was raised. She stated by working with Jessica at the Fire Department, they decided how to donate the funds. 13 fire departments responded to the fire. The monetary awards will be given out next Sunday at an Award Ceremony at the Bridgeside Restaurant. Caroline stated everyone wants to thank them and give them their donation check. Please RSVP. Caroline reported that the Cascade Locks Fire Dept. will receive \$2400. Caroline said they are seeking donations for the event. **Port Commission President Groves asked for a motion to donate \$250 to the fundraising event at the Bridgeside. Commissioner Caldwell moved to donate \$250 for the firefighters' event. Seconded by Commissioner Stipan. The motion was unanimous. 5-0.** Caroline stated will notify Bridgeside that the Port will make a donation. Dave Lipps stated he has talked to Jessica about springtime training. He noted it takes 20 hours to train to be a wildland firefighter and 100 hours to do structural firefighting. There is a need for more volunteers for bookkeeping and managerial duties as well. CP Groves stated that there are 3 paid staff at the Fire Dept. CP Groves thanked them for the fund raising and stated it was no doubt these fire departments saved the town.
- 3) **Special Presentations & Reports by outside resources, staff & Government Officials – None**
  - a. **Review and discussion of the Mission to D.C –** GM Koch stated the Port Delegates will be attending the Pacific Northwest Waterways (PNWA) conference in Washington, D.C. in March. At that time, they will also lobby for monies for projects for the Port, City and the National Scenic Area. Flight, hotel and conference arrangements have been made. They will leave March 10 and return on March 15. They are making contacts to set up meetings to meet with members of Congress and other federal agencies. CP Groves stated the goal is to obtain the FLAP grant funding for the bike/ped crossing on the bridge this year.

Commissioners Lorang and Groves will attend, as well as Economic Development Manager Don Mann. Mayor Tom Cramblett will also attend.

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

- a. **Approval of minutes for November 2, 2017 & Work Session November 3&4, 2017**
- b. **Approval of bills in the amount of \$265,325.50**
- c. **Approval of December payroll in the amount of \$66,271.27**

**COMMISSIONER BUMP MADE A MOTION TO APPROVE THE CONSENT AGENDA. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.**

**5) Commissioner and Commission sub-committee reports:** Commissioner Stipan stated the Pony Task Force met last week and voted in some officers. Voted for President was Marie Miller and the Vice President was Joanne Wittenberg. They voted to meet every second and fourth Thursday. Commissioner Caldwell stated the number one priority is to give the Pony a functional building as required by the Oregon Historical Society. The next priority is fund raising for a new building. Commissioner Stipan stated they need one person from the Tourism committee to join the Pony Task Force. CP Groves stated at a meeting today, AWI owner suggested contacting the Oregon Zoo to try to bring the California Condor back to the Gorge. Commissioner Caldwell noted that this is where Lewis and Clark recorded seeing them. CP Groves said that CL is working on ramps. CL received \$750,000 from ODOT. They cannot pave WaNaPa until the ramps are put in. He stated that unemployment is still at 13%. Commissioner Lorang stated Willis Boyer and new CEO, Travis Preece from Ravenwood were at the Economic Development meeting today. Travis has a business background. He owns a tap house in Portland that is successful. When they build will call the new Restaurant Pub in Cascade Locks Gorgeous Brewery. They hope the doors open by October. They want to open in the slow season to get the bugs out. GM Koch stated the Heukers would like to make changes in their job creation program, however they are ready to move forward. Don Mann and Tim Heukers will come forward to make a change in the Promissory Note as the job creation portion is expiring. The Geotech work has been done on the property.

**6) Commission Business Action Items**

- a. **Action to adopt 15-year BOG Maintenance & Preservation Plan –** BOG Manager Ryan Vollans stated the Plan was reviewed by the Commission in December. This is a revised 15-year plan. Part was to make it a 2 page more readable document. Another suggestion was to prioritize the projects. This now has been done.

**COMMISSIONER LORANG MADE A MOTION TO ADOPT THE 15 YEAR MAINTENANCE AND PRESERVATION PLAN FOR THE BRIDGE OF THE GODS. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.**

**b. Action to approve an adopt the over height, width and overweight vehicle permit process and fees** – BOG Manager Ryan Vollans stated this was discussed at the January 4 meeting and he was asked to come back to the Commission with fees and a more precise plan and process to handle these loads on the bridge. He proposed a \$10 processing fee. He proposed a \$25 fee for trucks crossing the bridge without preapproval or a permit. Any vehicle over 80,000 lb. would require a permit. A 24-hour notice is required to obtain a permit and get permission. Any vehicle over 16 feet maximum wide would require a permit. Any vehicle over 14 feet high would require a permit. Ryan stated there is a need for a permit because it creates a traffic back up and will make common carriers more aware of the Bridge's needs. He stated it may discourage trucks from crossing. They will also be required to pay toll. Ryan stated these bigger trucks cause a lot more damage to the bridge, making maintenance costs higher. Until the toll technology goes in, the Port is unable to know how heavy the trucks are. At times, the Port of Entry is at the Bridge and will take them to the weigh station and weigh them.

**COMMISSIONER LORANG MADE A MOTION TO ADOPT THE WHISTLE BLOWER POLICY TO BE ADDED TO THE PERSONNEL POLICY HANDBOOK AT A LATER DATE.**

CP Groves asked if this permit is encouraging or discouraging trucks as flaggers and pilots at times have to close both lanes of the bridge in order for a truck to cross. Commissioner Lorang asked if the fee is high enough to cause this much disruption. Commissioner Caldwell suggested calling the Engineer to see how dangerous stopping all the traffic on the bridge is.

**The motion was withdrawn and will come back to the Commission on February 1, 2018 after further research is done. BOG Manager Ryan Vollans will contact ODOT to discuss fees with them.**

**c. Action to cancel March 15 meeting because of the PNWA meeting** – GM Koch stated that a Port and City delegation will be in Washington D.C. at this time and suggested cancelling the Port Business meeting on March 15. Commissioner Stipan will be out of town at that time as well.

**COMMISSIONER STIPAN MADE A MOTION TO CANCEL THE MARCH 15 COMMISSION MEETING AS COMMISSIONERS LORANG AND GROVES WILL BE ATTENDING THE PNWA CONFERENCE IN WASHINGTON D.C. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous.5-0.**

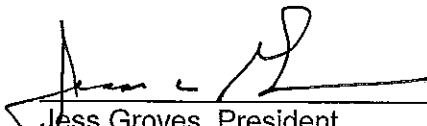
7) **General Manager's Report:** GM Koch reported that the Pony Task meeting was held on January 11. The schedule of meetings was set as well as receipt of reports from the Museum and Tourism Board. The Task Forces has one year to complete their assignment. Commissioners Caldwell and Stipan are on the Task Force. Port Grant Writer Stan Foster is researching grants for a new Pony Building. GM Koch stated the Airport Study is underway and there is a request for the Port Commission to set February 22 at 7pm as a date for a Town Hall meeting. This meeting is designed to provide local residents with the opportunity to provide their input to the Consultants ECONW regarding potential uses of the Airport property.

**COMMISSIONER CALDWELL MADE A MOTION TO TAKE FORMAL ACTION TO HOLD A COMMUNITY TOWN HALL MEETING REGARDING THE AIRPORT ON THURSDAY FEBRUARY 22 AT 7PM IN THE PAVILION TO HEAR COMMENTS REGARDING POTENTIAL USES AT THE AIRPORT. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0.**


GM Koch stated that he enclosed the proposed County Energy Plan and a proposed County Resolution for the Commission to adopt. He suggested the Commissioners study the Resolution and bring back whatever changes or modifications they may suggest. This will come back to the Commission for adoption at a February meeting. GM Koch stated that in February 1, 2018 the new tolls at the Bridge of the Gods will go into effect. Tolls will be increased \$1 for trucks of 3 or more axles. He stated news releases, flyers and word has gotten out to the common carrier system. GM Koch reported that Department Heads have begun to develop their proposed 2018-19 budgets with him. He stated that he will be drafting a proposed 2019-20 budget that will be shelved for when the new General Manager comes on board in 2020.

8) **Adjournment: CP GROVES ADJOURNED THE MEETING AT 8:00PM.**

Port of Cascade Locks:

  
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Jess Groves, President  
Port Commission

Attest:

  
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Joieinne Caldwell, Secretary  
Port Commission

DATE APPROVED: 4-19-2018  
Prepared by: Sally Moore