

## Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Wednesday April 20, 2017 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 6:04pm.
  - **Pledge of Allegiance**
  - **Roll Call:** Commissioners Groves, Caldwell, Lorang and Bump were present. Commissioner Stipan was excused.  
**Others Present:** GM Paul Koch, Secretary Sally Moore, Port Attorney Tommy Brooks, Maintenance & Construction Manager Todd Mohr, Lisa Hartley, BCI Group, Accounting Specialist Melissa Warren, and Camera Operator Betty Rush.
  - **Modification, Additions & changes to the agenda:** GM Koch deleted Item 3a, the presentation by Robin and George Donely; owners of Perceptual Testing; they will reschedule in May, and pulled Item 6a, the action to approve the Contract Award for the Flex 2 Building. .
  - **Declaration of Potential Conflicts of Interest:** Commissioner Caldwell declared a potential conflict of interest on Item 3b, as her husband is a toll taker at the Bridge of the Gods.
- 2) **Public Comment (Speakers may be limited to three (3) minutes) – None**
- 3) **Special Presentations & Reports by outside resources, staff & Government Officials – None**
  - a. **Robin & George Donely – Perceptual Testing Business Presentation** – The Donely's notified the Port, they would have to cancel, and will reschedule their presentation in April.
  - b. **Presentation on medical and dental plans for 2017-18 FY** – Lisa Hartley, BCI group consultant stated that the present insurance premiums, The Port employees have, will go up 11% for 2017-18. She presented one other option with a higher \$2500 deductible. The Commission asked Lisa to do more research to see if there are other comparable plans for less than an 11% increase. Lisa will come back to the Commission on May 4 with more options. The Dental Plan, short term and long term disability premiums prices will remain the same. CP Groves suggested having an employee meeting to determine the needs of the employees. Lisa suggested changing the Dental back to July 1 to be back in sync with the Medical plan. Lisa stated the 11% increase is rather low, she has seen 20-30% increase in medical premiums in the marketplace. No action was taken.
- 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 February 2, 2017, Joint meeting with the Port of Hood River March 7, 2017 and March 22, 2017.**
  - b. **Approval of bills in the amount of \$138,733.84**
  - c. **Approval of March payroll in the amount of \$49,605.27**

**COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 4-0.**

**5) Commissioner and Commission sub-committee reports:** Commissioner Lorang commented that the Economic Development subcommittee has a lot going on. The Flex Building is still on targeted to be completed in November. There is a lot of new people moving to town. CP Groves reported he attended the Energy Task force meeting in Hood River. He is assigned to the transportation task force within the Energy task force. He would like to see data on solar devices on buildings in Cascade Locks. He gave them ideas on biodiesel and other types of fuel. He attended the NOAA meeting in Portland. There are lot of "fish nerds". There is a lot of data on fish recovery. There, he met with Mr. Matt Grover, the director of Northwest Power and Conservation Council. He discussed the proposed Herman Creek cold water refuge recovery plan with Mr. Grover. Port Secretary, Sally Moore sent the restoration proposal received from Pacific Habitat to Matt Grover for review. The Port would like to apply for grant funding for the restoration of Herman Creek to a cold water refuge. CP Groves discussed the City Port Joint work group meeting . The group is discussing Short Term Rentals (STR'S) with a view of economic development, and will make a recommendation to the City Council. Commissioner Lorang stated he feels over regulating STR's would not be a good idea, as there are a lot of empty nesters in town that could make some extra income.

**6) Commission Business Action Items**

**a. Action to approve contract award for Flex 2 Building: This item was removed from the Agenda.**

**b. Action to approve the Intergovernmental Agreement (IGA) with the State of Oregon regarding the Strategic Business Plan**

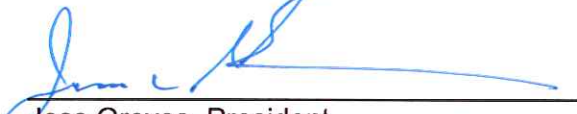
**COMMISSIONER CALDWELL MADE A MOTION TO APPROVE THE PROPOSED IGA BETWEEN THE PORT OF CASCADE LOCKS AND THE OREGON BUSINESS DEVELOPMENT DEPARTMENT AND AUTHORIZE THE PORT COMMISSION PRESIDENT TO SIGN THE IGA. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 4-0.**

**7) General Manager's Report:** GM Koch reported that there will be a monthly Bridge meeting with the Bridge Engineers and the US Forest Service (USFS) on May 5 and discuss the proposed toll technology. Staff is working on the toll technology and would like to work with PCT and the USFS on ingress and egress around the toll booth. He noted that on April 17 there was a Budget Committee Orientation. GM Koch reiterated that on January 5 the Commission approved the elevator/stairs concept for the Marine Park overcrossing, and asked for approval on the outline that ODOT gave moving forward on the concept

design for the stairs and bridge. The elevator will be "bicycle friendly". The Commission gave their consensus to move forward with the concept design discussed at the March 22, 2017 Port Commission meeting. GM Koch stated the Port will be staffing employees for the summer at the toll booth. GM Koch stated the City/Port Joint Work Group began its discussion on short term rentals in Cascade Locks. The group will look at the idea with an economic development point of view and make a recommendation to the City Council. He noted the next Pony Advisory Committee meeting will be held on May 17. This will be a public listening session as well as their last meeting before coming to the Port Commission with arecommendation in June.

8) **Adjournment: COMMISSIONER CALDWELL MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 4-0. The meeting adjourned at 6:57pm.**

**Port of Cascade Locks:**

  
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Jess Groves, President  
Port Commission

**Attest:**

  
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Joeinne Caldwell, Secretary  
Port Commission

DATE APPROVED: 5-18-17  
Prepared by: Sally Moore