



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **April 21st, 2022 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 6:00 pm
 - Roll Call
 - President Groves
 - Vice President Lorang
 - Commissioner Caldwell
 - Commissioner Bump
 - Commissioner Stipan (excused)
 - Modifications, Additions and changes to the Agenda
 - Declarations of Potential Conflicts of Interest

- 2) Public Comment (Speakers may be limited to three (3) minutes)

- 3) Special Presentation and Reports by outside resources, staff, and Government Officials
 - a. Needs Assessment Timeline
 - i. Needs Assessment for the Bridge to decide what needs to be done on the bridge. Done on a county level. Previously \$150,000 study, timeline to start on July 1 with a draft available by Oct 15 and have report by January 15. C Caldwell asks who is on Bridge Sub-Committee, GM replies there is Skamania County rep, City of Stevenson City Administrator, Commissioners, Port staff, and community member. P Groves asks what the assessment will cover, GM replies that it will give a better idea of what needs to be done on the bridge to help it long term and funding recommendations. C Caldwell asks if this is like the 15-year plan for the BOTG, GM says that it goes along with it, such as being the "middle path" from a planning chart shown previously at Cooper Spur Work Session.

- 4) General Manager Report
 - a. Traffic counts coming in lower than 2019, hiring is tough, and welding begins next week on May 2nd. pFriem HVAC system is estimated cost of \$40,000 to repair from melting on the inside. Work has been done for rewiring and fixing minor things, have submitted insurance claim. C Caldwell asks about the Renewal Building system, GM says it is on warranty. Sternwheeler returning this weekend. pFriem expansion moving forward, will have meeting next week. Travel Oregon Grant expanding and overlaying the Herman Creek parking lot, roads, and picnic tables. Security truck back from repair, sewer has been fixed. Casey the Camp Host is back at the end of the month, de-winterizing to finish soon. EDA will be here next week to show current city project as

well as potential projects on Port property. Son of Man exploring to develop more property. Easter Egg Hunt was successful with a turn-out of over 115 children with 82 from Cascade Locks. Skamania Chamber Social Hour is on 18th of May. Commissioner's and GM attended Port of Kalama dock opening by ACL. Welcoming 2 new toll takers, have new positions moved in toll takers as well, still looking for seasonal toll collector, seasonal maintenance, security, and accounting posted. C Caldwell worried about not being able to make it to Budget Committee Meeting due to conflicting meetings

5) Commissioner and Sub-committee reports

- a.** Commissioner Bump: Enjoyed the Tribal meeting in Pendleton, looks forward to more meetings and making progress
- b.** Commissioner Stipan:
- c.** Commissioner Caldwell: Enjoyed the Tribal meeting as well, one of the best with all 4 tribes. Happy to see the casino and how much it has changed. C Caldwell thanks staff as well for the Easter Egg Hunt and all the hard work that was done. Adds that there was a lot of questions from the tribes towards the Port, thanks P Groves for answering
- d.** Vice President Lorang: Nothing to add
- e.** President Groves: Started with a plan going in and didn't expect to have much to say during Tribal meeting. Tribes had a lot of questions and was able to have an answer to, mainly wanted to convey that Port wants to work with them in the future more as well. Believes that they were in agreeance with the rules of the park as well. P Groves thanks staff for all the interest that is coming toward the Flex 6 building. P Groves was surprised and pleased with the property value of the property on WaNaPa at \$1.2 million. Has been at least one interest in property. Mentions the substation property and all the clearing of the wood; received an email of their next steps and wants to meet with Port. Meeting tomorrow with group that builds self-sustaining homes. Says Port of Kalama dock opening was impressive. GM adds she met with engineer, and they believe there is a similar product to match the material that allows water to leak through to put on the bridge. Moody Road parking lot is at a stop currently and at risk of losing \$50,000 grant. Going to be more "upright" to communicating with City Council and Planning Committee about the permit submission. P Groves stresses that this is costing Port money.

6) 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 items from the Consent Agenda for individual discussion).

- a.** Approval of minutes for Commission meeting from April 7, 2022 and Special Commission Minutes from 4.19.22
- b.** Approval of bills in the amount of \$45,556.62
- c.** Approval of payroll for \$39,199.97

VP LORANG MOTIONS TO APPROVE CONSENT AGENDA AS STATED

C BUMP SECONDS

Unanimous 4-0

7) Business Action Items

a. Appoint Budget Committee Members

- i. Received a letter of interest from Diana Reedy VanWinkle on the Budget Committee for 3 years

VP LORANG MOTIONS TO APPOINT DIANA VANWINKLE TO BUDGET COMMITTEE FOR 3 YEARS

C CALDWELL SECONDS

Unanimous 4-0

b. Gorge Canoe Club Storage Request

- i. Gorge Canoe Club requesting storage space for their canoe, potentially 2, and has included different options. Previously said that CGRA and GCC should work together to share fenced area but becomes issue during CGRA season and events. VP Lorang asks if they intend to use a storage container, GM says they will have a fenced area. P Groves says it might not be bad to use the west side of CGRA fenced area but isn't sturdy walking area. West area of the current fenced area would not be ideal, but doable. P Groves says if walking space was improved by the fence and bank, East side would be best. Have already had a request for container space from community members, could go parallel to railroad. P Groves asks the amount for container, GM says cost of container was \$120 monthly, not counting drop-off fee. Buying container could cost between \$2,000-7,000. GM believes that the high commodity of having high-level storage, would be something that could generate interest. City's thoughts about containers are that they are accessory units and require conditional use permit. C Caldwell asks if there is a contract with CGRA and the fenced area. GM says contract has expired with CGRA. C Caldwell asks if we own the fenced area, Melissa Warren replies that we have bought and paid for materials and area. C Caldwell asks if we can extend fenced area. GCC proposed that if there were additional canoes, they would bring racks. VP Lorang mentions to split it and have separate gates. P Groves say we can extend sides of fence and shouldn't be hard to add on to and move back towards the East 150 ft, split between users. GM to include cost in budget for July 1. GM offers to explore an option of bringing in racks for CGRA to stack their extra equipment instead of extending fencing. VP Lorang believes CGRA should invest in racks for themselves. GM will take conversation to CGRA about sharing space and racks while avoiding expanding fence. Rob Peterson replies that GCC would prefer to have canoe next to bank for events and would like to have fencing and security to avoid vandalism. Boat is about 40 ft long, CGRA has allowed GCC to stay in fenced area during off season, but CGRA season is beginning again. Susan Shipley would be person to talk to

from CGRA. Another place would be a small beach by Easy Climb trail to potentially have container for storage. Next Adventure likes that area as well and with Port ideas for making camping down there, would be a great place to attract recreational guests. GM asks if they would launch from there, Rob replies yes. Rob says there can be potential for youth classes and have family clubs as well, and life vest station. GM replies Coast Guard sponsors building of life vest stations.

TABLED UNTIL DISCUSSED WITH CGRA

- c. Ratify Administrative Changes to Nez Perce Toll Waiver Policy
 - i. Changes included spelling corrections and changing employee badges to employee cards.

C CALDWELL MOTIONS ACCEPT RATIFICATIONS OF THE TWO CHANGES FOR THE NEZ PERCE TOLL WAIVER POLICY

VP LORANG SECONDS

Unanimous 4-0

- 8) Executive Session under ORS.192.660(2)(e) Real Property Negotiations and ORS.192.660(2)(h) Legal Counsel regarding Litigation or likely Litigation to be Filed
 - a. Any action as a result of Executive Session
 - i. Into Executive Session at 6:55 pm
 - ii. Out of Executive Session at 8:36 pm
- 9) Adjournment at 8:37 pm

Port of Cascade Locks

Port Commission President

Jess Groves

Port Commission Secretary/Treasurer

Joeinne Caldwell

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by contacting the Port of Cascade Locks office at 541-374-8619.