



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **July 6, 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 6:00 PM
 - a. Pledge of Allegiance
 - b. Roll Call
 - i. VP Lorang
 - ii. Commissioner Nance
 - iii. Commissioner Klute
 - iv. Members of the Staff and Other Support – GM Jeremiah Blue, Secretary Keriane Stocker, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Attorney Tommy Brooks, Government Relations Consultant Mark Johnson
 - v. Members of the Public – Denise E. Baker, Brenda Cramblett, Janice Crane, Representative Jeff Helfrich, Barrett Lamont, Martha Lamont Caroline Lipps, Chris Matlock, Rob Peterson, Cathy (Fallon-)Weeg; Zoom Attendees – Nikki Adler, Diane Amoth, Hallie Ballou, Brittany Berge, Jeanetta Blue, Jackson Conner, Paul Cosgrove – AWI Counsel, Christ Matlock, Butch Miller Councilor Cascade Locks, Sally Moore, Gary Munkhoff, Rob Peterson, Pam T, Charles Weldon, Owen Zerfing, Pioneer News; the following with no last name given: Eric, Leesa, and two attendees anonymous as iPhone.
 - c. Modifications, Additions and Changes to the Agenda
 - i. GM Blue requests to modify Business Action Item a, to include Jess Groves, Joeinne Caldwell and Olga Kaganova in the removal list of bank signers.
 - d. Declarations of Potential Conflicts of Interest
- 2) Swearing in Ceremony of Newly-Elected Commissioners – Keriane Stocker
 - a. Ceremony was performed prior to the meeting starting.
- 3) Public Comment (Speakers may be limited to three (3) minutes)
 - a. Caroline Lipps of Cascade Locks
 - b. Denise E. Baker from Cascade Locks
 - c. Cathy Fallon, Mayor of the City of Cascade Locks
- 4) Legislative Update – Mark Johnson
 - a. Johnson gives an update to the Commission regarding the loss of funding for the Bridge of the Gods in House Bill 3622. C Nance asks for confirmation that there will not be any movement until February. Johnson concurs. C Nance inquires if there is anything that can be done in the meantime. Johnson replies that advocacy would be crucial. Johnson reports on the Cascade Locks Trail System. He reports on research that he did on how long the \$2.2 million in lottery bond funds that the Port was awarded in the 2019 session, was available for. He was able to confirm with DAS (Department of Administrative Services) that the Port has until March of 2025. He reminds the Commission that this money is to construct buildings and upgrade and expand infrastructure in the Port of Cascade Locks business park.
- 5) Election of Port Commission Officers

C KLUTE MAKES A MOTION TO NOMINATE BRAD LORANG AS THE PRESIDENT; C NANCE SECONDS; Passed Unanimously

P LORANG MAKES A MOTION TO APPOINT CARRIE KLUTE AS VICE PRESIDENT; C NANCE SECONDS; Passed Unanimously

- a. Commission debates on whether to wait to appoint the Secretary and Treasurer for the new commissioners to come on board. Brooks advises that since the Port rules say that they should have all four positions filled, they can temporarily appoint someone and then they can concede later.

VP KLUTE MAKES A MOTION THAT ALBERT NANCE BE TEMPORARY SECRETARY AND TREASURER UNTIL WE HAVE NEWLY-APPOINTED COMMISSIONERS; P LORANG SECONDS; Passed Unanimously

- 6) Appointment of Commissioners to Sub-Committees
 - a. VP Lorang suggests tabling the Appointment of Commissioners to Sub-Committee until vacant positions are filled.
 - b. GM Blue also states that the Port typically has a commissioner that sits on the board for the Museum as well as one that represents us on the Energy Council, thus those two positions will need to be added to the list.
- 7) 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 June 1, 2023 and June 15, 2023, minutes for Special Commission Meeting from June 26, 2023 as well as for minutes for Budget Meeting from May 17, 2023, May 25, 2023 and May 30, 2023
 - b. Ratification of bills in the amount of \$974,055.70
 - c. Approval of payroll for 06/20/2023 in the amount of \$50,109.51

C NANCE MOVES TO PASS THE CONSENT AGENDA; VP KLUTE SECONDS; Passed Unanimously

- 8) General Manager Report
 - a. GM notes heavy traffic during the holiday, there is still a vacant toll-taker position at the bridge and backups were not super long but they did occur. He reports on the update of the Marina pump-out station and the Emerging Opportunity Grant. P Lorang asks where the Port is on the JettyLight contract and the protest period as it relates to that. GM Blue replies that he is finalizing deal points with them and there is nothing that affects the deal points that the Commission has discussed. He is mostly working with Brooks to make sure that the language fits with what he is happy with and what their attorney is happy with. Brooks adds that the protest period goes until 4:30 pm, tomorrow. P Lorang asks to confirm that the GM has control over the process of the protest and any potential protests. GM Blue confirms that in the previous motion, he was given the responsibility. P Lorang asks if it would be less legally of a problem if the Commission was also involved in determining the next steps if there is a protest. Brooks replies that there is a real risk evaluation, the Procurement Rules as it is right now, states that the General Manager is the purchasing agent which would involve with things like protests, that is the authority that the Commission delegated to the General Manager. Brooks re-summarizes that the Procurement Rules will control (the process) and right now the Procurement Rules say that the GM will resolve the protest. VP Klute checks whether the Port will have extra time to review if a protest comes up right before the deadline. Brooks answers that there is no prescribed timeframe for resolving the conflict. P Lorang then asks, in the meanwhile, if any contract is on hold, as far as being able to operate the Sternwheeler or get any of that in motion. Brooks replies that right now, the

Commission's motion was to have the General Manager sign the contract after resolving any protests.

9) Commissioner Reports

- a. VP Klute inquires about the status of Flex 6 and states that it should be the Commission's priority. GM Blue informs that he has had a couple of folks look at in the last few days. He also reminds the Commission that the Port currently still has a MOU in place with RoundHouse for that particular building. VP Klute asks whether that still applicable as [the MOU] said they would be occupied by April and that has fallen through. GM Blue replies that can be discussed in Executive Session.

10) Business Action Items

- a. Approval to Update Bank Signers for Umpqua Bank: Remove Jess Groves, Joeinne Caldwell, Dean Bump and John Stipan as bank signers, add Newly-Elect Commissioner Carrie Klute and Newly-Elect Commissioner Albert Nance and add the Port General Manager as bank signers
 - i. GM Blue advises making two motions, one to remove signers and one to add signers.

C NANCE MAKES A MOTION TO REMOVE JESS GROVES, JOEINNE CALDWELL, DEAN BUMP, JOHN STIPAN AND OLGA KAGANOVA AS BANK SIGNERS; VP KLUTE SECONDS; Passed Unanimously

VP KLUTE MOVES TO APPROVE CARRIE KLUTE, ALBERT NANCE AND THE PORT GENERAL MANAGER AS BANK SIGNERS; C NANCE SECONDS; Passed Unanimously

- b. Determination of Future Commission Meeting Date
 - i. Discussion leads to a general agreement to decide on Tuesdays. GM Blue informs that would place the next Commission Meeting on July 18th and the following one after that on August 1st.
 - ii. VP Klute notes that the two empty (Commission) seats should be filled. She knows that the Port posted on the website that they are collecting Letters of Interest but wants to make sure that it is made known, publicly and for them to set a date when they want to review those, as the sooner the positions are filled, the better. GM Blue agrees and states that the Commission policy is that the Port advertise for it, take the Letters of Interest, the Commission interviews those candidates then at the next meeting, the Commission will make a motion to appoint.

VP KLUTE TO CHANGE OUR MEETING DATES, SAME TIME, SAME PLACE BUT FIRST AND THIRD TUESDAY OF EVERY MONTH; C NANCE SECONDS; Passed Unanimously

- c. Approval to Upload Video Recordings to YouTube
 - i. GM states that this action item does not need a motion but just a general consensus to approve uploading the (Commission Meeting) videos onto Port's YouTube channel.

11) Other

- a. Representative Jeff Helfrich addresses the Commission and gives them an update on more of the Legislature.

12) Executive Session under ORS.192.660(2)(e) Real Property Negotiations, ORS.192.660(2)(f) Discussion of exempt public records and ORS.192.660(2)(h) Legal counsel regarding litigation or litigation likely to be filed

- a. Recess from Regular Session, into Executive Session at 7:22 pm
- b. Recess out of Executive Session, into Regular Session at 8:32 pm

VP KLUTE MOVES THAT WE MODIFY THE COMMISSION'S EARLIER MOTION OF JUNE 29TH AND DIRECT THE GENERAL MANAGER TO CONSULT WITH THE COMMISSION AS PART OF, AND PRIOR TO, MAKING

A FINAL RESOLUTION OF ANY PROTESTS OF THE COMMISSION'S AUTHORIZATION OF THE CONCESSION AGREEMENT WITH JETTYLIGHT FOR OPERATION OF THE STERNWHEELER. I FURTHER MOVE THAT WE REAFFIRM THE PORTION OF THE COMMISSION'S PRIOR MOTION THAT REQUIRES THE RESOLUTION OF ANY PROTESTS PRIOR TO EXECUTING THE AGREEMENT; C NANCE SECONDS; Passed Unanimously

13) Adjournment 8:35 pm

Port of Cascade Locks

Port Commission President
Brad Lorang

Port Commission Secretary/Treasurer
Albert Nance

Date Signed

Date Signed