



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **June 15, 2023, 6 PM**

LOCATION: Cascade Locks City Hall **Library** 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. President Groves
 - ii. Vice-President Lorang
 - iii. Commissioner Caldwell
 - iv. Commissioner Stipan
 - v. Commissioner Bump
 - vi. Members of the Staff and other Support – GM Jeremiah Blue, Secretary Keriane Stocker, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Government Relations Consultant Mark Johnson, Attorney Tommy Brooks, Project Engineer Darrin Eckman (Tennessee Engineering)
 - vii. Members of the Public – Brenda Cramblett of Cascade Locks, Carrie Klute of Cascade Locks; Zoom Attendees – Brittany Berge, Randy Holstrom, Olga Kaganova, Chris Matlock, John S Cascade Locks, Pam T, Sofia Urrutia-Lopez, Shania Weldon, iPhone
 - c. Modifications, Additions and Changes to the Agenda
 - d. Declarations of Potential Conflicts of Interest
 - i. C Caldwell declares a potential conflict of interests.
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) Open Public Hearing for Budget 2023-2024 – Commission President Groves
 - a. P Groves invites the public to make a comment or ask questions regarding the budget for 2023-2024 under ORS.294.473, at 6:02 pm
 - b. Budget Hearing closed at 6:05 pm
- 4) Presentations
 - a. Bridge of the Gods Trailhead Parking Lot Update – Darrin Eckman
 - i. Eckman reports that the contractors started work on May 1st and are progressing fairly well. There was a hiccup initially when they first started. That was about same time period that the tunnels were close to oversized loads coming up from the Portland-Metro area, so they lost about a week's worth of time with their larger equipment that could not be transported otherwise. Right now, their original schedule was to be completed by July 12th, the actual contract completion date is towards the end of July, probably around July 20th. Eckman informs that the majority of the underground utilities are in place at

this point, they have one more catch basin to install. Next week, they will be doing grading on the on the roadway getting ready for curbs, likely next Thursday, and then the following week, they will do the flat or the sidewalk behind the curb and then pad where the restroom will be set. The fencing subcontractors are supposed to be in next week to put up the fencing around the stormwater detention ponds. He adds that they approved their first pay request late last week for about a quarter of the project, it was right around \$126,000, \$125,000. Eckman also informs that when they went to tie into the sanitary sewer manhole down at Undine (St) and Moody (Ave) was a massive overboard concrete. They were probably chipping close to a day; that tie in should have taken half a day, realistically, and they probably spent close to a day and a half. Whoever set that earlier toward just poured a gob of concrete and extended it for two, two and a half outside the manhole and just some depth so they had some problems and compounding that was they found the groundwater was relatively higher at that specific location. Eckman comments that fortunately, they have done the majority of the underground work at this point and they have not encountered any solid rock or boulder excavation, so he feels that those two costs likely will be real close to offsetting. He also informs that there is a significant amount of both surface water and groundwater that comes in there, like the Harmony Heaven area. It's surprising how much there has been an area that city has managed to capture the majority at least to the surface water and is conveying that through a storm drain system over into the remnants of Dry Creek. C Stipan asks about fire hydrants. Eckman replies that they put one in, the Port had one surplus from a different project. C Stipan comments that the City has had trouble with water pressure over there and wants to make sure that the installer ensures that the hydrant has substantial pressure. Eckman answers that unfortunately, the installer cannot do anything about the pressure, that is going to be dictated by where the reservoir is and the level of the water. With the City's Water Project, they replaced a bunch of 2-inch pipes with 12-inch pipe and they put a tank at the west-end to where it is equalizing and flows within the City can come from both directions.

b. Legislative Update – Mark Johnson

- i.** Johnson piggybacks off of Eckman's report and informs the Commission that they also hit an issue regarding the Oregon Parks and Recreation grant that they were applying for to hopefully fund the entire parking lot. Unfortunately, upon filling out the application, they learned that construction is moving forward too quickly with the parking lot and they cannot qualify for that money because [Oregon Parks and Recreation (OPRD)] will not be issuing the money until later in the Fall. So, therefore, Johnson suggests trying to use the grant towards the bathrooms. He comments about the size of that catchment basin was most surprising. Eckman inserts that that detention system is sized large enough to allow for development of all the Port's properties in that area. Johnson praises that it was a lot of foresight. Johnson informs that the Cascade Locks Trail System Grant and the trail system development is moving forth now.

They have Chris [...] under contract to manage the trail specifications hill and he will be putting the project out to bid and then monitoring the contractor when they come in to do that work. The first phase of the trail system is for six (6) miles of new trail three miles and be paved and that is the portion that w, so he believes the dollar amount is actually \$189,000. He is speaking with Mosher to make sure they get their reporting in line. He adds that they will hopefully have all this money spent on the trail by June of 2024 because that is the deadline for the grant, but an extension can also be obtained. Legislature-wise, the Senate Republicans returned to the capital so they are back in operation and had a floor session this morning and are going back this afternoon for another one. This session has to be adjourned by September 25th, so between now and then they will find out about the \$6M that the Port has asked for, for the seismic project. Johnson still feels like they are in good shape and are still in a threesome with the Burnside Bridge Project and the Hood River Bridge Replacement Project. He adds that he thinks that the Port really needs to get started on the IGA project with Skamania County. In regard to ACL, he had a good conversation with Kristin Meira. ACL would like to know what the Port found in the water when putting in the recent Sternwheeler dolphins, what the terrain now like underneath. Mohr replies that they did not have any problems and refers them to speak to [Troutman Commercial Marine Services]. Johnson thanks him for the information and says that he will connect with Mohr to gather more information so they can help ACL with the engineering process and streamline that for them.

VP LORANG MAKES A MOTION TO ADOPT RESOLUTION 2023-5; C STIPAN SECONDS; Passed Unanimously

- 5) 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 Special Commission Meeting from June 6, 2023
 - b. Ratification of bills in the amount of \$65,128.08
 - c. Approval of payroll for 6/5/2023 in the amount of \$41,610.80

VP LORANG MAKES A MOTION TO APPROVE THE CONSENT AGENDA AS STATED; C CALDWELL SECONDS; Passed Unanimously

- 6) General Manager Report
 - a. GM Blue presents gifts to outgoing Commissioners in appreciation for their dedication and service. P Groves comments that they have worked together for about eight years, and he personally feels that they accomplished a lot in those years, probably more than the Port has ever done. He says that the gifts are always given to seriously important people, they have given them to senators, congressmen, governors. C Stipan states that he just wants to thank Port of Cascade Locks for the opportunity that he had had, it has been phenomenal. To meet with the Port employees and to work with the Commission has been exciting. He remembers the first Port meeting that he came to, before he became a commissioner, they were debating on how they were going to open the meeting. He remembers leaving the Port meeting thinking,

"This is something." Then Gyda Haight chased him around town, and she talked to him into it because she wanted to keep the Pony in Marine Park and so it kind of morphed into getting to know everyone here, trying to earn the respect, trying to bring his own specialness. He addresses each commissioner. To VP Lorang he thanks him for being a friend and mentor in a lot of things that he went through. To C Caldwell he mentions that they have gone way back to when he first [moved to Cascade Locks] in 2010. To P Groves, he says that he cannot say enough about what he has done for him. He appreciates the things that they have had to go through with the different series of conduct, of having to go into a Zoom meetings during the pandemic and all those things that really we had to keep going forward. C Stipan states that one of the things that he really wants to say is that he has learned how to relax and how to let things "marinate", which he believes Olga [Kaganova] used to say which he always thought was funny, but now he has used that more times than often when he lets his faith really take care of itself. He extends his congratulations to everyone that is here tonight. He directs his appreciation to Brooks, Johnson, and Mohr. P Groves interjects that COVID was one of the most biggest challenges, having two- to three-hour meetings at home and trying to get everybody's attention, but they persevered. C Caldwell expresses her thanks to C Bump and C Stipan. She states that C Bump, although does not speak much, was committed to the Fire Department and put his heart and soul into the community. To C Stipan, she says that she appreciates the time he put in working with the City and how he always picks up litter around the community. She finishes by saying that the community was so much better with the both of them.

7) Commissioner and Sub-Committee Reports

- a.** C Bump has nothing to report.
- b.** C Stipan states that he attended a two-hour Museum Board meeting. They discussed the fundraiser for July 22nd. He would like everyone to attend as it will be a fun event.
- c.** C Caldwell has nothing to report.
- d.** VP Lorang leaves sub-committee updates to P Groves as they are on the same sub-committees.
- e.** P Groves reports that they had a Special Commission meeting and they discussed trying to buy a one-acre lot up on Harvey Road. The Port has put in an offer but are in second place. He informs that the property ties into the Port's property and already has some decent outbuildings. VP Lorang adds that the Port already has property on two sides and that the access road to the property for sale runs through Port property, so it would be a good opportunity. The warehouses could store equipment, act as a staging area for contractors and possibly to do some woodwork. Mohr asks if there was an ending date. P Groves answers that he does not know. VP Lorang comments that the initial offer was accepted but it was sight unseen so there is a possibility that it could be withdrawn once actual inspections were done. P Groves asks GM Blue whether he would like to discuss the Emerging Opportunity Grant. GM Blue states that the grant is through Business Oregon and was one that they had considered back in February. At the time, it did not fit with the project and the Business Oregon had a couple project applicants ahead of them. In the last month, he was notified that they have moved into the number one spot but that leaves a lot of paperwork to get done and signatures to come from the Business Oregon side. If the Port is awarded the

grant, they will be facing a June 30th deadline but the Port can go back and be refunded money that they spent on the Sternwheeler in a couple of different categories, anything that pertains to the repower and rehabilitation. This prompted the Port to make the last payment on the engines, although they did not need to make it quite so soon, but if they are going to be reimbursed for it, they want to make that last payment before June 30th. The Port will get reimbursed for the drydocking, Mark Troutman's consultation, all the labor that Nikki and Steven had been doing on the boat, all of the painting or replacing of the paddlewheels. There is about \$120,000 that they will not have spent, so they got quotes on as many projects that they thought they could pull off in a week to ten days. Those include replacing the ceiling tiles, the wood floor on the bottom deck and then removing the carpet on the second deck and putting the wooden floor in, and possibly painting some of the exterior decks.

8) Business Action Items

a. Adopt 2023-2024 Budget Resolution 2023-3

- i. P Groves states that he has a pretty serious concern that the Port has gone for two (2) years without seeing an audit, the Port has not seen an audit since 2020. He strongly expresses that he is very reluctant to vote on this budget without seeing the audit and stresses that it is way overdue. C Stipan states that every single time he has had any kind of question about the budget, he has gone to the office and gotten answers. Earlier in the day, he had gone down to the office and asked how the staff felt about where the Port was with all the numbers, and he was given the "thumbs up". GM Blue also had stated at the time, that the numbers were as good as it has been and looks like it was getting even better. GM Blue relays an update that Merina+Co and Pauly Rogers have all the information that they need and should be starting the 2020-2021 audit by Tuesday, June 20th. They specifically wanted more details on Capital Assets, Notes Receivable, and Accrued Interest on Debts. P Groves states that he has been on the Port (Commission) for a lot of years, and this is the first time that the Commission has ever had this kind of a serious problem getting audits, and as far as he is concerned, he would want to see this audit. P Groves and Warren debate about the reason why they are behind. Warren believes it is because the State, as a whole, is short on auditors. P Groves states that Roy Rogers informed him that that was not the cause. C Stipan asks what Rogers identified as the cause. P Groves replied that the causes were everything that GM Blue just mentioned. C Stipan comments that what he understands is that even if they table this item until the 21st or 22nd, it is not going to change those numbers. VP Lorang adds that the Port has done everything statutorily necessary and points out that if there are any discrepancies after the budget is adopted, the Commission can pass a budget adjustment. He reemphasizes that there is really no negative impact to the Commission by passing this budget as, for all intents and purposes, they have done everything they can. C Caldwell strongly agrees with P Groves, and states that she believes that there were seven (7) items that Pauly Rogers could not reconcile. She says that (David) Bledsoe (Senior Associate Auditor at Pauly Rogers) asked all the commissioners if they had any concerns that [they, the auditors] needed to look into before they finished the

audit, and she had a list of items and she has not heard anything back as a result. C Caldwell states that she does not know if any other commissioners had any other concerns of things that they had been seeing or noticing or not seeing and needing to see in order for them to do the audit. Since she has not heard anything back from [the auditors] about any of those questions, it deeply concerns her. P Groves states that if they can get either Merina+Co or Roy Rogers in the next week or so to give the [Port] an update and inform them whether there are any major issues that the Port needs to resolve, then he would be okay with that. He strongly reemphasizes that they have not gotten an update on it. P Groves asks about the timeline in the event they do not adopt the budget. Warren informs that if she puts a notice in the paper tomorrow by noon (June 16th), it will be published on the June 21st. The Port is required to notify the public five (5) days prior to having a public hearing, so that would put the hearing for June 26th. P Groves consults with Brooks about the consequences of not adopting the budget in time and if there is any way to ask for an extension. Brooks replies that the Local Budget Law is very rigid and if the Port does not adopt the budget by June 30th, the Commission may be held personally responsible for the repayment of the money that is expended. There is no possibility of requesting an extension. The hearing and the deliberations must be based on the approved budget that came from the Budget Committee, and so [the Commission] wants to be very careful about having any changes to that as part of the process. [The Commission] is allowed to change that through an amendment process and do everything else and have the published budget. There is just a lot of angst on his end that if all the I's get dotted and T's get crossed, and in the interim that the Port might end up with a budget that was not duly adapted, whereas [the Commission] can always come back, based on better information, and adjust the budget. VP Lorang asks what is the likelihood that within that week, they are going to find out anything more of substance as far as a completed audit, prior to the approval. P Groves restates that they, as a Commission, have never received a report or update from the auditors, but the one thing that he does not want is the Port to fail on paying their bills, and the staff, given that, he willing to take this risk but he wanted to make himself really heard tonight on how he felt about getting these audits back. He states that he has been [a Port Commissioner] for a long time and has never seen this before. C Caldwell also adds that she has never written any kind of concern before and [now that she has concerns], it concerns her, but she feels the same way, that if [the Commission] needs to pass [the budget], she is really depending on the knowledge that that their attorney is giving them.

VP LORANG MAKES A MOTION TO ADOPT THE 2023-2024 BUDGET RESOLUTION 2023-3; C STIPAN SECONDS; Passed Unanimously

b. Adopt Budget Adjustment Resolution 2023-4

VP LORANG MAKES A MOTION TO ADOPT BUDGET ADJUSTMENT RESOLUTION 2023-4; C STIPAN SECONDS; Passed Unanimously

c. Approve the Port General Manager as a signer on the Umpqua Banking Account

TABLED UNTIL NEW COMMISSION TAKES OFFICE

- 9) 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 7:29 pm
 - b. Recess out of Executive Session, into Regular Session at 8:01 pm
- 10) Adjournment 8:02 pm

Port of Cascade Locks

Port Commission President
Brad Lorang

Port Commission Secretary/Treasurer
Albert Nance

Date Signed

Date Signed