



PUBLIC MEETING: Port Commission Meeting

DATE: Tuesday **May 7, 2024, 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. President Lorang
 - ii. Vice-President Klute (excused)
 - iii. Commissioner Nance
 - iv. Commissioner Peterson
 - v. Commissioner Thweatt
 - vi. Members of the Staff and Other Support – Executive Director Jeremiah Blue, Deputy Executive Director Genevieve Scholl, Secretary Keriane Stocker, Operations Manager Parker Nelson, Accounting Specialist Melissa Warren
 - vii. Members of the Public – Kathy Fitzpatrick – Gorge Translink; Sophie Miller – Skamania County Senior Services Program Manager; (via Zoom) Flora Gibson, Emily Reed – Columbia Gorge Tourism Alliance; iPhone
 - c. Modifications, Additions and Changes to the Agenda
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) 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 from Annual Planning Session on March 9th, from Commission Meetings on March 19th, April 2nd, and April 20th, Budget Orientation on March 26th, and Budget Meeting on April 23rd

C NANCE MOTIONED TO APPROVE THE CONSENT AGENDA; C THWEATT SECONDED; Passed Unanimously

- 4) Special Presentation and Reports by outside resources, staff, and Government Officials
 - a. Columbia Gorge Public Transit Fixed Route Service Update and Toll Waiver Request – Emily Reed, Columbia Gorge Tourism Alliance; Kathy Fitzpatrick, Gorge Translink; and Sophie Miller, Skamania County Senior Services Program Manager
 - i. Reed, Fitzpatrick and Miller presented an update on public transit for Cascade Locks and raised the need for improved public transportation in the Columbia River Gorge, highlighting its importance for supporting the local economy and protecting lands. The solution included increased bus routes however the toll cost going over the Bridge of the Gods would make it unfeasible.

ED Blue confirmed with the Commission that he will get an Memorandum of Understanding (“MOU”) on the next agenda.
 - b. Strategic Business Plan Update
 - i. ED Blue reported that the Strategic Business Plan has made it through staff recommendations and is now moving to Commissioner recommendations. ED

Blue notified the Commission that they will receive the draft when they get home tonight, and to individually give their feedback directly to Moss Adams.

- 5) Discussion
 - a. Review Employee Handbook Update
 - i. DED Scholl first noted that the version that was originally included in the packet had been revised and the current updated draft has been provided, and currently sits in front of each of them. DED Scholl explained that the handbook has not been comprehensively updated since 2008. The revision aims to ensure compliance with current state and federal employment laws, foster a positive work environment, and address HR issues. Key changes included a new social media policy, a potential switch to a “four tens” workweek, clarification on paid leave policies, and updates on required leave for jury duty, military service, and bone marrow donation.
- 6) Executive Session under ORS 192.660 (2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions and ORS 192.660 (2)(h) Legal counsel regarding litigation or likely litigation to be filed
 - a. Recess from Regular Session, into Executive Session at 7:01 PM
 - b. Recess out of Executive Session, into Regular Session at 7:47 PM
 - c. No action was taken as a result of Executive Session
- 7) Executive Director Report
 - a. A report was provided at the meeting.

Other highlights included an update on Ixtapa, a mention on Capt. Tom’s work anniversary, and an update on the trail project.

C Nance asked for a follow-up about a citizen witnessing trees being fallen. DED Scholl replied that she checked in with Northwest Trail Alliance (“NWTa”) and the United States Forest Service (“USFS”) and she was not able to ascertain the situation.

DED Scholl also informed the Commission that OM Nelson has been heading the National Hazard Mitigation Plan for the Port. DED Scholl also notified that the staff will soon be pushing out water safety messaging and controls. It is the time of the year when the weather is hot but the water is still really cold.

ED Blue gave a quick Finance update regarding the upcoming budget meeting. Approving the tax rate was overlooked at the April 23rd meeting, so on May 14th the budget committee will convene to approve the tax rate. ED Blue mentioned that he had deliberated between suggesting not approving the tax rate as the Port receives \$5,000. After receiving a suggestion from DED Scholl, ED Blue is now considering using the tax money to fund something specific and letting the community know what that is.

- 8) Commissioner Comments and Sub-Committee Reports
 - a. C Thweatt expressed her appreciation to Skamania County Transit for their presentation on public transit issues in the Gorge.
 - b. C Peterson thanked the budget committee for their recent work. C Peterson also mentioned that HR7525, the Special District Grant Accessibility Act, was recently passed.
 - c. C Nance echoed both C Thweatt and C Peterson in their thanks to Skamania County Transit and the budget committee. C Nance thanked the electrical retrofit team and the hazard mitigation plan team.

- d. P Lorang commented that the rest of the commission reflected his appreciation. P Lorang mentioned that he attended the Merkley Town Hall and met with many other local representatives. P Lorang also commented that he felt that the "Meet the Candidate" night for the candidates running for County Commissioner went well.

9) Adjournment 8:16 pm

Port of Cascade Locks:

Port Commission President
Brad Lorang

Port Commission Secretary
Albert Nance

Date Approved

Prepared by: Keriane Stocker