

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, December 10, 2018, 7:00 PM, CITY HALL

Purpose: The City Council meets on the 2nd and 4th Mondays of each month to conduct city business.

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of November 26, 2018 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$46,166.94**
 - c. **Approval of November 6, 2018, General Election Results Proclamation.**
 - d. **Approve OLCC Application for wine production only at 160 NE Herman Creek Lane, Ste. 102.**
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Approve ADA Door Proposal**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **Presentation from Jane Palmer: Indoor Clean Air Act**
 - c. **City Administrator Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

1. **Call to Order/Pledge of Allegiance/Roll Call.** Mayor Tom Cramblett called the meeting to order at 7:00PM. Present were CM's Glenda Groves, Bruce Fitzpatrick (via phone), Richard Randall, Carl Zerfing and Mayor Cramblett. Excused were CM's Busdieker and Walker. Also present were CA Zimmerman, Finance Officer Marianne Bump, Deputy Recorder Marilyn Place, Brenda Wood, Butch Miller, Kathy Tittle, Port Manager Paul Koch, Harris Work Systems Representative Jerry Dalnes and Hood River Garbage Director Jim Winterbottom.
2. **Additions or amendments to the Agenda.** CA Zimmerman asked that the Port of Cascade Locks report by Port Manager Paul Koch precede Action Items for courtesy purposes.
3. **Adoption of Consent Agenda.**
 - a. **Approval of October 22, 2018 Minutes.**
 - b. **Approval of Computer Purchases for Administration and EMS.**
 - c. **Ratification of the Bills in the Amount of \$580,478.95.**
 - d. **Approve Resolution No. 1407 Authorizing OBDD Loan for Wastewater Project.**

Motion: CM Groves moved to adopt the Consent Agenda, seconded by CM Randall. The motion passed unanimously by CM Groves, Randall, Zerfing, Fitzpatrick and Mayor Cramblett.
4. **Public Hearing:** None.

Port of Cascade Locks Report by Port Manager Paul Koch (added). PM Koch said on December 6 of this year the new Deputy General Manager will begin the process of determining if he will be the next manager when PM Koch exits the position in June of 2019.

PM Koch said he and Economic Development Director Don Mann met with a group from a doctor's office that will be opening a clinic in the Cascade Locks Elementary School. He said it will be a full time clinic and all the doctors are excited about being here and possibly even making Cascade Locks their home.

PM Koch said the Port Commission had its work session at Cooper Spur which is in the Port's district. He said during the work session the Port Commission developed a set of budget priorities for 2019.

PM Koch said the Port is in the final stages of developing the MOU with Pfriem that will be in operation by the end of 2019 in the business park.

PM Koch said the Port is working with a tenant at the Herman Creek Business Park who has outgrown its current square footage. He said their new building will be 30 to 40k square feet.

PM Koch said the Port is preparing along with Thunder Island Brewery, to go to the Planning Commission in December to seek an extension of the current Conditional Use Permit through the end of 2019.

PM Koch said the Port is working with the state legislature through the Ports Government Relations Manager, Mark Johnson, to get \$900,000 for the initial planning and development of the Bike/Pedestrian crossing on the BOG in December 2018.

5. **Action Items:**
 - a. **Appointment to Committees.** Council reviewed committee applications for Nancy Renault, Debbie Fine, Larry Cramblett, Gary Munkhoff and Cindilee Baseman.

Mayor Cramblett recommended that Cindilee Baseman and Debbie Fine be appointed to the Tourism Committee, Larry Cramblett and Gary Munkoff be appointed to Planning Commission

and Nancy Renault be appointed to Architectural Review Committee. There was consensus of Council to make those appointments.

b. Approval of Resolution No. 1406 Authorizing Hood River Garbage to Set New Rates for 2019. Mr. Jim Winterbottom said he's asking for a 3.3% increase for residential service. He said for the average can it will increase only fourteen cents per pick up. He said for the commercial service the increase once a week will be eighty-two cents per pick up.

CM Groves said the City of Cascade Locks gets six, 20 yard dumpsters for the community clean up days twice a year and it's not enough. She said with more people in town shouldn't we be increasing the amount of dumpsters.

CA Zimmerman asked how many dumpsters should Resolution No. 1406 state Hood River Garbage supply the community for the clean-up days. CM Groves said she would like it to be eight dumpsters.

Mr. Winterbottom said HRG could supply five, 30 yard dumpsters which would give the community an increase of 30 total yards during the community clean up days. He said it wouldn't cost the City any more but increases the amount that can be held in each dumpster so more people can participate in the clean-up.

Motion: CM Groves moved to approve Resolution No. 1406 with the inclusion of five 30-yard dumpsters, seconded by CM Randall. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Zerfing and Mayor Cramblett.

c. Approval Desk Lifts for Staff. CA Zimmerman said City Hall staff had a review of their workstations by an ergonomic expert from our City and County insurance. He said the expert made several suggestions to prevent health risks to our staff. He said the biggest suggestion to help would be adding automatic lifts to the desks so staff could intermittently stand at their desks to relieve stress to their backs. He said we are asking for approval for automatic desk lifts from Harris Work Systems.

CM Zerfing said he believed it would be money well spent to keep our staff healthy.

Motion: CM Zerfing moved to approve the bid from Harris Work Systems for three desk lifts for staff, seconded by CM Groves. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Zerfing and Mayor Cramblett.

d. Approve IGA With Mid-Columbia Economic Development District For Corrosion Control Project. CA Zimmerman said the State funded a grant/loan combination with the City's match for about \$880,000 dollars for the corrosion control project. He said part of the State's requirements is that we have a fiscal administration agent which our financial policy also requires for grants and loans over \$100k.

CA Zimmerman said Mid-Columbia Economic Development District (MCEDD) is quite capable and provided the fiscal administration for our Fire Hall project. He said he is seeking approval from Council to sign the IGA for MCEDD to be the administrator for the corrosion control project. **Motion:** CM Groves moved to approve the IGA with MCEDD, seconded by CM Randall. The motion passed unanimously by CM Groves, Fitzpatrick, Zerfing, Randall and Mayor Cramblett.

e. Approve BPA TC-20 Settlement Agreement. CA Zimmerman said BPA proposed eliminating one of its electric products sold to customers, the hourly firm price. He said the City of Cascade Locks does not buy power from BPA on the hourly firm price so the elimination of this product does not impact the cost of our power. He said, however, in order for BPA to eliminate

this product it has to renegotiate with all 178 public utilities that it serves. He said the City used its membership in the Public Power Council to negotiate on our behalf. CA Zimmerman said since the settlement does not impact the City or our contract obligations with the BPA, he would encourage the Council to approve the settlement. **Motion:** CM Randall moved to approve the agreement, seconded by CM Groves. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Zerfing and Mayor Cramblett.

6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** Ms. Kathy Tittle 2018 Mayoral Candidate and Resident of Cascade Locks appeared before council and stated she wanted to congratulate Mayor Cramblett and CM Randall on winning their re-elections. She said one of her positions during her campaign was the Port and the City working too closely and she wanted more definition between the two.

Ms. Tittle said she wanted to address the rumors that she accused City Recorder Kathy Woosley of cheating and changing ballots. Ms. Tittle said that is not true. She said she only questioned the security of the ballot box which sits on the floor behind the receptionist's desk when the City closes for the evening.

Ms. Tittle said she's challenging the meeting minutes from October 22, 2018, where it was recorded when she asked Council how many of them have had their water tested, only Bobby Walker raised his hand. She said that was not correct. She said at that meeting four Council Members actually raised their hands when she made that inquiry.

There was consensus of Council that it be recorded during the minutes for this meeting the Council members who raised their hands when asked if their water had been tested during the meeting on October 22, 2018 were CM's Zerfing, Randall, Walker and Mayor Cramblett.

7. **Reports and Presentations.**

a. **City Committees.** None.

b. **City Administrator Zimmerman Report.** CA Zimmerman reported on the results of the election.

CA Zimmerman said the population estimate from Portland State University Center for Population Research reported Cascade Locks came in at 1375 citizens, an increase of 5%.

CA Zimmerman said ODOT will consider our request for paving Forest Lane next year.

CA Zimmerman asked Council to close City Hall on Christmas Eve and New Year's Eve. There was a consensus of Council to close City Hall on those days.

CA Zimmerman said he wanted to update Council on the Wa Na Pa repaving project. He said he met with the project Manager Richard Garrison and he said they will be redoing all 56 ADA ramps next year during May, June and July of 2019. He said they will repave Wa Na Pa late September or early October next year after the ramps are complete. He said they have agreed to put cross walks at Toll House Road, Regulator, Oneonta and School House Street.

CA Zimmerman said he would like permission to hire the top candidate for the Public Works Utility I position, Mr. Eric Johnson from Carson, Washington. There was consensus of Council to give permission to hire Mr. Johnson.

8. **Mayor and City Council Comments.** CM Fitzpatrick said he wanted to congratulate Mayor Cramblett and CM Randall for their re-election. He thanked Ms. Tittle for coming to the meeting and bringing up the issues she did.

CM Zerfing said his last City Council meeting will be December 10, 2018. He said he hadn't accomplished anything that he wanted to in the last two years. He said he really wanted to see Fire and EMS get straightened out and he takes some responsibility for it because he didn't put the work into it that he should have.

CM Zerfing said a part of the problem with the Fire and EMS Department is there is a lack of volunteerism and Chief Bennett would like a complete fulltime paid staff. He said in order for that to happen the fire department would have to hire nine fulltime employees and the City can not afford that.

CM Zerfing said either the community needs to get off their rumps and volunteer or we should shut the whole works down. He said we need to pass the word around that if Cascade Locks wants an EMS/Fire Department people are going to have to start volunteering.

CM Zerfing thanked staff and Council.

CM Randall thanked CM Zerfing for bringing up the issues with the Fire and EMS Department. He said it seems hopeless at times but some people think that economic development could generate more money for paid staff or volunteers at the Fire Department. He said this Council is very aware of the situation the City is in with the Fire and EMS Department and Council is motivated to try and take care of the community. He said because to him that's what governing is, its services that take care of and protects our community.

CM Randall wanted to especially thank CM Zerfing for everything he has done for the Fire Department.

CM Groves thanked the staff for doing a great job. She congratulated CM Randall and Mayor Cramblett on being re-elected. She said she wanted to respond to something Ms. Tittle said earlier about the City and the Port working too closely together. She said if they didn't work together then we would have nothing in this town. She said she is very proud to be working with the Port because we're making things happen in Cascade Locks.

Mayor Cramblett said he wanted to apologize for comments he made earlier in the meeting.

Mayor Cramblett said he has brought up to Council before the idea he has for the undeveloped 26 acres of land the City has above the Weigh Station. He said it's the piece of land that goes all the way to the power line and is part of Dry Creek Road.

Mayor Cramblett said his idea of making the land a primitive campground would be a good project for the Eagle Scouts so he took troop leader Leif Fox up there to check it out. Mayor Cramblett said it appeared Council would be agreeable with the idea of continuing to investigate the primitive campground project with the Eagle Scouts because he is not using staff hours.

CM Zerfing said he would not support the Mayors idea because the City has a shortage of developable land for housing. He added even property that might be difficult to develop such as that 26 acres should be reserved for potential housing and he does not want to sacrifice land to create a primitive campground. He said also the Homeless would take advantage of it and he'd much rather have houses out there than a bunch of homeless tents.

Mayor Cramblett said he understood CM Zerfing's reservation but the idea is only in the discussion phase and he would like to continue pursuing it.

Mayor Cramblett said a Facebook post was created and shared which gave the impression citizens of Cascade Locks paid for him and his wife to attend an event hosted by the Port of Cascade Locks at Cooper Spur Resort. He wanted to make sure that residents of Cascade Locks knew the Facebook post was not true. He said he and his wife were invited by the Port to the event and they paid for it themselves.

Mayor Cramblett said he appreciates the many years of volunteer service CM Zerfing has given the Cascade Locks Fire and EMS Department.

9. **Other matters.** CM Randall asked where the City stands on moving the generator. CA Zimmerman said when the water project is all done we will move the generator up where the well will be.

CM Randall asked about the timeline for getting the generator in place. CA Zimmerman said we still have to do the well construction and are waiting for USDA approval before we can start the bid and engineering process for the implementation on the well. He said the cost of moving the generator is going to be added on to the well project.

10. **Executive Session as may be required.** None.

11. **Adjournment. Motion:** CM Groves moved to adjourn, seconded by CM Randall. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, Zerfing and Mayor Cramblett. Meeting adjourned at 8:33PM.

Prepared by
Marilyn Place

APPROVED:

Mayor Cramblett

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PAGE NO.

1

DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

DATE:	DESCRIPTION:	AMOUNT:
11/2/2018	AP	\$ 825.00
11/29/2018	AP	\$ 310.53
11/30/2018	AP	\$ 45,031.41

GRAND TOTAL \$ 46,166.94

APPROVAL:

Mayor

Report Criteria:

Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10017	11/18	11/29/2018	7079	DRINKING W	OHA Drinking Water Services	DWS Fee for Plan Review - Corrisior Co	2141562025	825.00
Total 10017:								
10018	11/18	11/29/2018	6110	NOV BILLIN	U.S. POSTAL SERVICE	Mail utility bills	0140162055	310.53
Total 10018:								
10019	11/18	11/30/2018	7011	72140	Annala, Carey, Baker, Thompson, Vankot	Attorney Services for Nov 2017	0140162100	1,200.00
Total 10019:								
10020	11/18	11/30/2018	190	45413	ASSOCIATE PARTNERS	Renew Cascadelocksfire.com 2yr	0540562110	1,200.00
Total 10020:								
10021	11/18	11/30/2018	200	2872794745	AT&T MOBILITY	Electric Department Phone 10/12-11/11/1	5140562050	51.00
Total 10021:								
10022	11/18	11/30/2018	7034	884	Bernadette Murray-Macioce	Admin, emails, phone calls, agenda minu	0840562110	440.00
10022	11/18	11/30/2018	7034	884	Bernadette Murray-Macioce	prep for meetings and ongoing projects (0840562110	150.00
10022	11/18	11/30/2018	7034	884	Bernadette Murray-Macioce	CGTA and CLAT Meetings (4 hours)	0840562110	80.00
10022	11/18	11/30/2018	7034	884	Bernadette Murray-Macioce	Flash report (2 hours)	0840562110	40.00
10022	11/18	11/30/2018	7034	884	Bernadette Murray-Macioce	post to facebook (4 hours)	0840562110	80.00
Total 10022:								
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	City Hall Utilities	0140162552	993.93
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	Bike Path	0140162552	32.63
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	City Hall Irrigation	0140162552	241.91
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	museum	0140762630	147.05
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	fire station	0540562439	595.41
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	radio tower	0540562439	56.34
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	Cemetery Water	1740562551	193.92
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	39.45
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	well house	2140562070	2,098.94

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	Warehouse	2140562070	74.70
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	31.20
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	Pump Lift Station	3140562070	28.30
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	2,091.78
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	Wasco Crk Lift Station	3140562070	74.37
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	647.23
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	87 Ruckel	3140562070	38.60
10023	11/18	11/30/2018	670	NOV UTILIT	CASCADE LOCKS LIGHT CO.	Mail Lighting	5140562800	61.07
Total 10023:								7,446.83
10024	11/18	11/30/2018	790	1134 NOV 18	CENTURYLINK	Emergency After Hours	5140562050	64.86
10024	11/18	11/30/2018	790	1134 NOV 18	CENTURYLINK	Emergency After Hours	5140562050	16.21
10024	11/18	11/30/2018	790	1451 NOV 18	CENTURYLINK	Treatment Plant	3140562050	120.39
10024	11/18	11/30/2018	790	5538 NOV 18	CENTURYLINK	telemetry	2140562050	134.04
10024	11/18	11/30/2018	790	5538 NOV 18	CENTURYLINK	telemetry	3140562050	134.05
10024	11/18	11/30/2018	790	8414 NOV 18	CENTURYLINK	Lift Station	3140562050	106.19
Total 10024:								575.74
10025	11/18	11/30/2018	800	3997 NOV 18	CENTURYLINK COMMUNICATIONS, IN	WELL HOUSE	2140562050	13.15
Total 10025:								13.15
10026	11/18	11/30/2018	900	SSS NOV 18	CITY OF CASCADE LOCKS	Senior Sewer Subsidy	0140862025	249.70
Total 10026:								249.70
10027	11/18	11/30/2018	940	SEP BILLING - CITY OF SPRINGFIELD		Patients billed for Aug and Sept	0540562111	480.00
Total 10027:								480.00
10028	11/18	11/30/2018	1120	A207877	COLUMBIA HARDWARE, LLC	4x4x12 pressure treated	0340562560	124.95
Total 10028:								124.95
10029	11/18	11/30/2018	1360	131637	DAVID R. CUNNINGHAM	Firewall Specs	0140162082	60.00
10029	11/18	11/30/2018	1360	131638	DAVID R. CUNNINGHAM	computer Specs, deputy recorder/printer	0140162082	870.00

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10029:								930.00
10030	11/18	11/30/2018	1420	2156	DENNIS V. SNYDER JR. CONTRACTO	Backfill Water Line at Rush, Swanson an	2140562110	250.00
Total 10030:								250.00
10031	11/18	11/30/2018	6854	NOV 2018	Gordon Zimmerman	CA Mileage Reimbursement	0140162094	415.29
Total 10031:								415.29
10032	11/18	11/30/2018	7021	I-1626973	Gorge Networks	broadband and phone service nov 2018	0140162050	225.80
10032	11/18	11/30/2018	7021	I-1626973	Gorge Networks	broadband and phone service nov 2018	0140162082	281.79
10032	11/18	11/30/2018	7021	I-1626973	Gorge Networks	broadband and phone service nov 2018	0540562050	234.06
Total 10032:								721.65
10033	11/18	11/30/2018	2420	9868	HOOD RIVER CO. - FINANCE	November Deputy Service	0141962250	7,600.00
Total 10033:								7,600.00
10034	11/18	11/30/2018	3050	2018-200204	LEAGUE OF OREGON CITIES	Annual Membership	0140162030	50.34
Total 10034:								50.34
10035	11/18	11/30/2018	3150	NOV 2018	MARIANNE BUMP	Reimburse Mileage - Banking 11/26 11/3	0140162020	43.60
Total 10035:								43.60
10036	11/18	11/30/2018	3270	14560	MATHER & SONS PUMP SERVICE, INC	service call Well #1	2140562110	250.00
Total 10036:								250.00
10037	11/18	11/30/2018	3910	51025	NORTHWEST PUBLIC POWER ASSOC	2019 Membership Dues 1/1/129-12/31/1	5140562030	1,741.73
10037	11/18	11/30/2018	3910	51095	NORTHWEST PUBLIC POWER ASSOC	online job advertising - Lineman	5140562030	165.00
Total 10037:								1,906.73
10038	11/18	11/30/2018	3940	25547	OAMR	annual operations conference registratio	0140162020	335.00
10038	11/18	11/30/2018	3940	25547	OAMR	annual operations conference registratio	0140162020	335.00-

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 10038:								.00
10039	11/18	11/30/2018	4640	4223 NOV 20	PITNEY BOWES INC	Postage	0140162055	156.62
Total 10039:								156.62
10040	11/18	11/30/2018	7055	883	Pixel Dust Studio	Mt Hood COI River Gorge Mag - dbi truc	0840562114	140.00
10040	11/18	11/30/2018	7055	883	Pixel Dust Studio	Green Living Ad (1.5 hours)	0840562114	60.00
Total 10040:								200.00
10041	11/18	11/30/2018	6780	30984769	Ricoh Americas Corporation	Lease	0140162120	179.02
Total 10041:								179.02
10042	11/18	11/30/2018	5120	787027	SD Myers LLC	CriticalPac	5140562780	225.00
10042	11/18	11/30/2018	5120	787027	SD Myers LLC	Maintenance Assessment Report	5140562780	54.00
10042	11/18	11/30/2018	5120	787027	SD Myers LLC	Infrared of Transformer	5140562780	220.00
10042	11/18	11/30/2018	5120	787027	SD Myers LLC	Service Inspection	5140562780	425.00
Total 10042:								924.00
10043	11/18	11/30/2018	7080	1041	Skamania County Fire District #1	Fire Academy 2018	0540562020	450.00
Total 10043:								450.00
10044	11/18	11/30/2018	5510	7206980213-	STAPLES CONTRACT & COMMERCIAL	Wall Clock	0140162010	23.99
10044	11/18	11/30/2018	5510	7207612928-	STAPLES CONTRACT & COMMERCIAL	Ink, Highlighters, copy paper	0140162010	141.17
Total 10044:								165.16
10045	11/18	11/30/2018	5660	14083	TANNINEN REPAIR SERVICE LLC	Engine 95 Service Call	0540562441	926.54
10045	11/18	11/30/2018	5660	14085	TANNINEN REPAIR SERVICE LLC	Engine 94 Service Call	0540562441	1,859.35
10045	11/18	11/30/2018	5660	14086	TANNINEN REPAIR SERVICE LLC	Command 90 Service Call	0540562441	631.18
10045	11/18	11/30/2018	5660	14087	TANNINEN REPAIR SERVICE LLC	Medic 91 Service Call	0540562441	576.04
10045	11/18	11/30/2018	5660	14088	TANNINEN REPAIR SERVICE LLC	Service Call Medic 92	0540562441	599.60
Total 10045:								4,592.71

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
10046	11/18	11/30/2018	6937	3023 NOV 20	US Bank Equipment Finance	Contract Payment	5140566001	1,253.22
10046	11/18	11/30/2018	6937	3023 NOV 20	US Bank Equipment Finance	contract payment - Interest	5140566002	40.39
Total 10046:								1,293.61
10047	11/18	11/30/2018	6230	BF0622200Y0	USDA FOREST SERVICE	CRG458	5140662880	6,665.65
Total 10047:								6,665.65
10048	11/18	11/30/2018	6923	1599320	Wood's Logging Supply Inc	3 shackles	5140562560	111.75
Total 10048:								111.75
10049	11/18	11/30/2018	4910	100034104	Wildlands Inc.	Refund Water Deposit	2121130	677.34
Total 10049:								677.34
10050	11/18	11/30/2018	3970	25547	OAWU	OAWU Annual Operators Conference Re	0140162020	335.00
Total 10050:								335.00
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Cascade Training CAPCE ACLS Update	0540562020	263.00 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Cascade Training CAPCE PALS Update	0540562020	270.00 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Duracell C12 Procell Battery	0540562440	35.82 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Air Seat Control Vavle for Bostrom Seats	0540562441	60.18 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Replacement Bullard TI Commander Batt	0540562441	100.85 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Ryder Solenoid	0540562441	227.84 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	TopBulb Credit card fee	0540562441	3.29 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Top Bulb	0540562441	164.95 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Top Bulb Return	0540562441	164.95 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	propane	2140562530	29.90 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Cement Mixer Rental	3140562110	291.20 M
11301801	11/18	11/30/2018	6090	2671 NOV 20	U S BANK CC	Cement Mixer Rental Credit	3140562110	145.60 M
Total 11301801:								1,136.48
11301802	11/18	11/30/2018	6090	2974 NOV 18	U S BANK CC	Event Helper for Business Association	0121010	126.04 M
11301802	11/18	11/30/2018	6090	2974 NOV 18	U S BANK CC	At&t Data	0540562050	14.99 M

M = Manual Check, V = Void Check

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 11301802:								
11301803	11/18	11/30/2018	6090	5243 NOV 18	U S BANK CC	Ale House - Action Team	0140162020	141.03
11301803	11/18	11/30/2018	6090	5243 NOV 18	U S BANK CC	Gutenfoods - Dept of energy meeting	5140562020	18.00 M
11301803	11/18	11/30/2018	6090	5243 NOV 18	U S BANK CC	salem parking dept of energy meeting	5140562020	25.00 M
11301803	11/18	11/30/2018	6090	5243 NOV 18	U S BANK CC	Arbys - public power council	5140562020	6.50 M
11301803	11/18	11/30/2018	6090	5243 NOV 18	U S BANK CC	NWPPA - member fees	5140562020	8.59 M
11301803	11/18	11/30/2018	6090	5243 NOV 18	U S BANK CC	nwppa - member fees	5140662020	688.00 M
11301803	11/18	11/30/2018	6090	5243 NOV 18	U S BANK CC			172.00 M
Total 11301803:								
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	Tiga sushi bar - OGFOA meeting Jen	0140162020	918.09
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	bentleys grill ogofa Jen	0140162020	14.00 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	Dutch Bros ogofa Jen	0140162020	22.00 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	The grand hotel ogofa Jen	0140162020	5.75 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	dri crash plan	0140162082	517.29 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	Netgate firewall	0540563946	19.98 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	The gorge tourism - debbie fine	0840562020	404.74 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	fishermans marine - raingear sheldon	2140562560	70.00 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC	fishermans marine rain gear - sheldon	3140562560	99.99 M
11301804	11/18	11/30/2018	6090	2305 NOV 18	U S BANK CC			99.99 M
Total 11301804:								
11301805	11/18	11/30/2018	6090	4393 NOV 18	U S BANK CC	christmas lights etc	0140462525	1,253.74
Total 11301805:								
Grand Totals:								
								2,355.37
								45,856.41

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	461.04	16,951.80	16,490.76-
01-401-62010	165.16	.00	165.16
01-401-62020	1,290.64	335.00-	955.64
01-401-62030	50.34	.00	50.34
01-401-62050	225.80	.00	225.80
01-401-62055	467.15	.00	467.15
01-401-62082	1,211.77	.00	1,211.77
01-401-62094	415.29	.00	415.29
01-401-62100	1,200.00	.00	1,200.00
01-401-62120	179.02	.00	179.02
01-401-62552	1,268.47	.00	1,268.47
01-404-62525	2,355.37	.00	2,355.37
01-407-62630	147.05	.00	147.05
01-408-62025	249.70	.00	249.70
01-419-62250	7,600.00	.00	7,600.00
03-21010	.00	124.95-	124.95-
03-405-62560	124.95	.00	124.95
05-21010	164.95	8,005.18-	7,840.23-
05-405-62020	983.00	.00	983.00
05-405-62050	249.05	.00	249.05
05-405-62110	51.00	.00	51.00
05-405-62111	480.00	.00	480.00
05-405-62439	651.75	.00	651.75
05-405-62440	35.82	.00	35.82
05-405-62441	5,148.82	164.95-	4,984.87
05-405-63946	404.74	.00	404.74
08-21010	.00	1,070.00-	1,070.00-
08-405-62020	70.00	.00	70.00
08-405-62110	800.00	.00	800.00
08-405-62114	200.00	.00	200.00
17-21010	.00	193.92-	193.92-
17-405-62551	193.92	.00	193.92
21-21010	.00	4,523.71-	4,523.71-
21-21130	677.94	.00	677.94
21-405-62050	147.19	.00	147.19
21-405-62070	2,244.29	.00	2,244.29
21-405-62110	500.00	.00	500.00
21-405-62530	29.90	.00	29.90

GL Account	Debit	Credit	Proof
21-405-62560	99.99	.00	99.99
21-415-62025	825.00	.00	825.00
31-21010	145.60	3,632.10-	3,486.50-
31-405-62050	360.63	.00	360.63
31-405-62070	2,880.28	.00	2,880.28
31-405-62110	291.20	145.60-	145.60
31-405-62560	99.99	.00	99.99
51-21010	.00	12,000.30-	12,000.30-
51-405-62020	728.09	.00	728.09
51-405-62030	1,906.73	.00	1,906.73
51-405-62050	121.19	.00	121.19
51-405-62560	111.75	.00	111.75
51-405-62780	924.00	.00	924.00
51-405-62800	61.07	.00	61.07
51-405-66001	1,253.22	.00	1,253.22
51-405-66002	40.39	.00	40.39
51-406-62020	172.00	.00	172.00
51-406-62050	16.21	.00	16.21
51-406-62380	6,665.65	.00	6,665.65
Grand Totals:	47,147.51	47,147.51-	.00

Report Criteria:

Report type: GL detail

PROCLAMATION

GENERAL ELECTION RESULTS, NOVEMBER 6, 2018

WHEREAS, a General Election was held on the 6th day of November, 2018, at which candidates for certain offices were voted upon, and

WHEREAS, the results of the election have been recorded in the minute record of the Council.

NOW, THEREFORE, the City Council of the City of Cascade Locks, Oregon, proclaim and declare that at said election:

Tom Cramblett was duly elected MAYOR

Julie (Jules) Caldwell-Wagner duly elected COUNCILOR

Sara M. Patrick duly elected COUNCILOR

Richard Randall duly elected COUNCILOR

Measures Passed: 14-63 Amends Charter ensuring plurality elections following a City Council vacancy.

14-64 Ordinance continuing EMS Service Fee to fund emergency medical services.

SIGNED at Cascade Locks, Oregon this 10th day of December, 2018.

Tom Cramblett, Mayor

BRIAN D. BEEBE
DIRECTOR

KIMBERLY KEAN
CHIEF DEPUTY DIRECTOR ASSESSMENT
CHIEF DEPUTY DIRECTOR ELECTION

DUANE ELY
CHIEF APPRAISER



DEPARTMENT OF RECORDS & ASSESSMENT

HOOD RIVER COUNTY COURTHOUSE
601 STATE STREET
HOOD RIVER, OREGON 97031-1871

(541) 386-1442 - RECORDS & ELECTIONS
(541) 388-4522 - ASSESSMENTS
(541) 387-6864 - FAX NUMBER

November 26, 2018

City of Cascade Locks
Kathy Woosley
PO Box 308
Cascade Locks, OR 97014

RE: November 6, 2018 General Election certified abstract for City offices.

Hi Kathy-

Please find enclosed the certified abstracts for the City of Cascade Locks positions of Mayor and City Council.

The official elected positions are as follows:

Mayor: Tom Cramblett
City Council: Julie (Jules) Caldwell-Wagner
Sara M Patrick
Richard Randall

Measures: Pass - 14-63 Amends Charter ensuring plurality elections following a City Council Vacancy.

Pass - 14-64 Ordinance continuing EMS Service Fee to fund emergency medical services.

If you have any questions please do not hesitate to contact me at 541-387-6856.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly Kean", with some scribbles below it.

Kimberly Kean
Chief Deputy Director
Records and Assessment
Hood River County

Hood River County
November 6th, 2018 General Election
All Precincts, All Districts, All ScanStations, City of Cascade Locks Council Members, City of Cascade
Locks Mayor, 14-63 City of Cascade Locks, 14-64 City of Cascade Locks, All Boxes
Official Election Results Summary
Total Ballots Cast: 567

Choice	Votes	Vote %
--------	-------	--------

All Precincts

City of Cascade Locks Mayor (Vote for 1)

567 ballots (0 over voted ballots, 0 overvotes, 31 blank voted)

Kathy Tittle	209	36.86%
Tom Cramblitt	322	56.79%
Write-In	5	0.88%
Total	536	100.00%

City of Cascade Locks Council Members (Vote for 3)

567 ballots (0 over voted ballots, 0 overvotes, 330 undervotes)

Richard Randall	260	45.86%
Sara M Patrick	292	51.50%
Jul (Ju Cal)	298	52.38%
Deanna Busdieker	236	41.62%
Ralph (Butch) Miller	257	45.15%
Write-In	21	3.70%
Write-In	5	0.88%
Write-In	2	0.35%
Total	1371	100.00%

14-63 City of Cascade Locks (Vote for 1)

567 ballots (0 over voted ballots, 0 overvotes, 29 blank voted)

Yes	364	64.36%
No	174	30.62%
Total	538	100.00%

14-64 City of Cascade Locks (Vote for 1)

567 ballots (0 over voted ballots, 0 overvotes, 18 blank voted)

Yes	428	75.48%
No	121	21.34%
Total	549	100.00%

I certify the votes recorded on this abstract correctly summarize the tally of votes cast at the November 6, 2018 General Election.



 Kimberly Kean,
 Chief Deputy Director Records/Assessment



LIQUOR LICENSE APPLICATION

pending DT

LICENSE FEE: Do not include the license fee with the application (the license fee will be collected at a later time).

APPLICATION: Application is being made for:

- Brewery
- Brewery-Public House
- Distillery
- Full On-Premises, Commercial
- Full On-Premises, Caterer
- Full On-Premises, Passenger Carrier
- Full On-Premises, Other Public Location
- Full On-Premises, Nonprofit Private Club
- Full On-Premises, For-Profit Private Club
- Grower Sales Privilege
- Limited On-Premises
- Off-Premises
- Off-Premises with Fuel Pumps
- Warehouse
- Wholesale Malt Beverage & Wine (WMBW)
- Winery

CITY AND COUNTY USE ONLY

Date application received 12/3/18

Name of City or County Cascade Locks

Recommends this license be Granted Denied

By _____

Date 12/10/18

OLCC USE

Application received by [Signature]

Date 11-26-18

License Action:
N/O

1. LEGAL ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license:

Applicant #1 Bethany C. Kimmel DBA The Color Collector	Applicant #2
Applicant #3	Applicant #4

2. Trade Name of the Business (the name customers will see):
The Color Collector

3. Business Location: Number and Street 160 NE Herman Creek Road, Suite 102
 City Cascade Locks County Hood River ZIP 97014

4. Is the business at this location currently licensed by the OLCC? Yes No

5. Mailing Address (where the OLCC will send your mail):
 PO Box, Number, Street, Rural Route **P.O. Box 535**
 City Mosier State OR ZIP 97040

6. Phone Number of the Business Location: _____

7. Contact Person for this Application:

Name Bethany C. Kimmel	Phone Number: _____
Mailing Address, City, State, ZIP _____	
Email _____	

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is prohibited on the licensed premises.

Signature of Applicant #1 <u>Bethany Kimmel</u>	Signature of Applicant #2
Signature of Applicant #3	Signature of Applicant #4

RECEIVED
NOV 20 2018

Initials: [Signature]
OLCC Liquor License Application (Rev. 06/2017)



OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY FORM

1. Name: (LAST) Kimmel		(FIRST) Bethany	(MIDDLE) Claire
2. Other Names Used (Maiden, Etc.): N/A			
3. Do you have a Social Security Number (SSN) issued by the U.S. Social Security Administration? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide your SSN: _____			
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).</p> <p>Do you voluntarily consent to the OLCC's use of your SSN as just described? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
4. Date of Birth (MM/DD/YYYY): 08 / 12 /		5. Contact Phone: _____	
6. Driver License or State ID #:		7. State: Oregon	
8. Residence Address: _____			
9. Mailing Address (if different): P.O. Box 535, Mosler, OR 97040			
10. E-Mail (optional): _____			
11. Do you have a spouse or domestic partner? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list his/her full name: _____			
12. If yes to #11, will this person be involved in the management of, or have control over the business? <input type="checkbox"/> No <input type="checkbox"/> Yes			
13. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of driving a car with a suspended driver license or driving a car with no insurance? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
14. In the past 10 years, have you been convicted ("convicted" includes paying a fine) in Oregon or another U.S. state of a FELONY ? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			
15. Have you ever been in a drug or alcohol diversion program in Oregon or another U.S. state? A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense. <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please include explanation below) <input type="checkbox"/> Unsure (Please include explanation below)			

CCH
Initials: *[Signature]*



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: Bethany C Kimmel Phone _____

Trade Name (dba): The Color Collector

Business Location Address: 160 NE Herman Creek Lane, Suite 102

City: Cascade Locks, OR ZIP Code: 97014

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday _____ to _____
 Monday _____ to _____
 Tuesday _____ to _____
 Wednesday _____ to _____
 Thursday _____ to _____
 Friday _____ to _____
 Saturday _____ to _____

Outdoor Area Hours:

Sunday _____ to _____
 Monday _____ to _____
 Tuesday _____ to _____
 Wednesday _____ to _____
 Thursday _____ to _____
 Friday _____ to _____
 Saturday _____ to _____

The outdoor area is used for:

- Food service Hours: _____ to _____
 Alcohol service Hours: _____ to _____
 Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: The space alternating for The Color Collector is to be used primarily for wine production only. There will be no regular open hours for sales or consumption

ENTERTAINMENT

Check all that apply:

- Live Music Karaoke
 Recorded Music Coin-operated Games
 DJ Music Video Lottery Machines
 Dancing Social Gaming
 Nude Entertainers Pool Tables
 Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
 Monday _____ to _____
 Tuesday _____ to _____
 Wednesday _____ to _____
 Thursday _____ to _____
 Friday _____ to _____
 Saturday _____ to _____

SEATING COUNT

Restaurant: _____ Outdoor: _____
 Lounge: _____ Other (explain): _____
 Banquet: _____ Total Seating: _____

OLCC USE ONLY

Investigator Verified Seating: _____ (Y) _____ (N)
 Investigator Initials: _____
 Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Bethany Kimmel Date: 11/13/18



AGENDA ITEM NO 5b

STAFF REPORT

Date Prepared: November 10, 2018

For City Council Meeting on December 10, 2018

TO: Honorable Mayor and City Council

PREPARED BY: Marilyn Place, Deputy City Recorder

APPROVED BY: Gordon Zimmerman, City Administrator

SUBJECT: Bring City Hall into ADA compliance by updating entrances with automatic door openers.

SYNOPSIS: There is need to update the doors at the south entrance to City Hall and the reception lobby to accommodate people with disabilities. City Hall has parking for disabled citizens but that is where our compliance ends. Currently there is no way for a person(s) with certain disabilities to gain access to the main office without assistance.

Under the Americans with Disabilities Act (ADA), businesses and governments are required to make accommodations for persons who are legally disabled. For a first violation under title III the penalty range is from \$55,000 to \$75,000.

A report has been prepared with three estimates on the cost to update the south entrance and the reception lobby entrance with ADA compliant automatic door mechanisms. The mechanisms will allow the existing door to become automatically accessible for persons with disabilities. The report also contains the estimate for electrical contract work to prepare the doors for automatic openers.

This issue comes before City Council at this time for formal action.

CITY COUNCIL OPTIONS: The City Council has the following options.

1. Approve and allocate funds to update two doors at City Hall to be ADA compliant including electrical contract work and choose one of the three estimates provided.
2. Approve and allocate funds to update one door at City Hall to be ADA compliant including electrical contract work and choose one of the three estimates provided.
3. Take other action as may be desired by the City Council.
4. Do not act on the proposed recommendation.

RECOMMENDATION: Staff recommends City Council, by motion, authorize the procurement and installation, including electrical contract work, for automatic door openers for two doors at City Hall.

ATTACHMENTS: Report for ADA Automatic Door openers including estimates from:

DormaKaba

Door Solutions

Cascade Entry Solutions

The report also includes the electrical contractors estimate.

ADA Automatic Door Opener

Option #1: Replace Existing SW Door and Office Door

Door Solutions	\$	15,970
Cascade Entry Systems	\$	5,488
dormakaba	\$	5,685

Option #1A: Replace Existing SW Door with Half Glass Window Door

dormakaba	\$	4,935
-----------	----	-------

Option #1B: Replace both doors with half glass window doors

dormakaba	\$	7,550
-----------	----	-------

Option #1C: Replace SW Door and Frame with half glass window door

dormakaba	\$	5,745
-----------	----	-------

Option #1D: Replace both doors and frames with half glass window door

dormakaba	\$	8,400.0
-----------	----	---------

Option 2A: Replace SW Door and frame with full glass window door

dormakaba	\$	10,450
-----------	----	--------

Option 2B: Replace both doors with full glass window door

dormakaba	\$	13,100
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Electrical Work:	\$	943	Required for all options.
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From: Safety Committee
To: Gordon Zimmerman

Re: ADA Automatic Door Opener Report For Cascade Locks City Hall

In September 2018 staff attended training presented by Compliance Coordinator for the State of Oregon, Kevin Mattias. Mr. Mattias reported on the Impact of the Americans with Disabilities Act on State and Local Governments. In his presentation he specified for State and Local Government buildings to be ADA compliant they must allow citizens with disabilities to have access without assistance. Specifically citizens with Mobility and Physical Impairments.

This category of disability includes people with varying types of physical disabilities such as:

Upper limb(s) disability

Lower limb(s) disability

Manual dexterity

Disability in co-ordination with different organs of the body

Disability in mobility can be either an in-born or acquired with age problem. It could also be the effect of a disease. People who have a broken bone also fall into this category of disability. What that means is at some point virtually any person in our immediate community could be physically disabled, whether permanently or temporarily.

Automatic door openers are imperative for City Hall to become ADA compliant and it shows we care for our citizens and the visitors that come here. The staff is requesting Council Members direct funds to upgrade two doors, the south entrance and the reception lobby entrance, with ADA automatic door openers.

Attached are the minutes from the most recent Safety Committee meeting, estimates from three companies that provide ADA Automatic Door Openers, one estimate from our preferred electrical contractor and a draft for a Staff Report.

Thank you.

SAFETY COMMITTEE
Meeting Notice and Agenda
Tuesday, October 30, 2018
8:30 AM
City Hall Council Chambers

1. **Meeting called to order 8:30AM.** Present were Deputy Recorder and Chair Marilyn Place, CLED Foreman Derrick Turkington, CLFC Jessica Bennett, CLPWFS Sheldon Price and PW Mark Rutherford.
2. **Review and Approve Minutes from last meeting.** Minutes from April 24, 2018 were approved.
3. **Current Business/Tasks/Issues**

Task/Complaint/Issue	Assigned To/Completed By
a. CDL License	Determined individual responsibility, will be removed from Current Business
b. Backhoe Training	Determined to hold off until new hire then contact Columbia Industrial Training Ed, www.citesafety.com , 503-610-3125
c. Replace Life Ring Cord at Sewer Treatment	Sheldon will order
d. Herman Creek Warehouse Doors	Not Discussed
e. Back UP Warning on Bobcat	Sheldon is researching
f. Cement Crumbling on Stairway East side	Fixed, thank you Sheldon and Dustin
g. Overhead Light in Downstairs Storage	Contact Coburn Electric
h. Harassment Training	Marianne (deferred for later date)

Additional Comments. Last meeting was April 2018. Marilyn will research to determine if meeting quarterly will satisfy State requirements for meeting occurrences.

Administrative assistance will be provided if any tasks or issues need to be researched, scheduled or delegated such as CDL Licensing, Life Ring Cord replacement, estimates for future electrical jobs inside City Hall.

It was determined that Coburn Electric, which has been used in the past, will be contacted for the overhead light in the downstairs storage room.

4. New Business/Tasks/Issues

Task/Complaint/Issue	Assigned To/	Comments/Assigned To
a. Inspection/ Fire Station & Tower	Jessica Bennett /Marilyn Place	<ul style="list-style-type: none"> • Fire Alarms & Sprinklers not tested • Extinguishers not inspected Chief Jessica stated the Alarm system has not been working for 4 years. She said it was originally installed by Cosco. Jessica and Marilyn will work together to get a new estimate and write a Staff Report or find out what next steps are to move forward with the repairs.
b. Inspection Continued	Jessica Bennett /Marilyn Place	<ul style="list-style-type: none"> • CATV Room was locked and therefore not inspected. Marilyn will

		<p>obtain a key for the CATV room and schedule the inspection with Jessica.</p>
<p>c. Pyramid Substation</p>	<p>Jessica Bennett</p>	<ul style="list-style-type: none"> • No address posted on bldg. It was determined that Dennis Snyders address would be used in any emergency situation regarding the Pyramid Substation and there is no appropriate place to put address signage. This item will be removed from future agendas.
<p>d. ADA Door for South Entrance and Reception City Hall is out of compliance regarding ADA Requirements and therefore is subject to penalties.</p> <ul style="list-style-type: none"> • ADA accommodations violations generally involve a failure to provide access and amenities in public places for persons with disabilities. Under the Americans with Disabilities Act of 1990 (ADA), businesses and governments are required to make accommodations for persons who are legally disabled. • For a first violation under title III the penalty range is from \$55,000 to \$75,000 	<p>Marilyn/Mark</p>	<p>Mark assisted in answering question necessary to continue research for bids.</p> <p>Mark suggested Gresham Lock as a company he has worked with in the past.</p> <p>Staff received 2 Estimates so far. One from Cascade Entry Solutions and one from Door Solutions Inc.</p> <p>Next step is collecting one more bid then submitting the findings reported to the City Administrator and then presenting a full Staff Report to City Council.</p> <p>Gresham Lock does not do Automatic ADA door installation.</p> <p>Marilyn working on getting one more bid, contact was made with a couple more suppliers, so far no response has been received. Marilyn will continue seeking the last estimate needed. Outside electrical company will do the necessary work before the ADA doors can be installed. Marilyn will contact Coburn for estimate after 3rd bid for ADA doors has been received.</p>
<p>e. Move Silver Electrical Outlet from center of room in old library</p>		<p>Before the room can be used the raised outlet box needs to be moved to the wall, also an outlet needs to be put on the far west wall where there is none.</p>

		It was determined that Coburn Electric will need to be contacted for this issue. Marilyn will contact Coburn.
--	--	---

Additional Comments. There was consensus among participants, once the third bid for the ADA automatic door opener is received the findings should be reported to City Administrator Gordon Zimmerman. CA Zimmerman will report if there are funds in the budget for the project and determined it should go on to City Council or be tabled for a later date.

Meeting participants were asked to contact Marilyn if they encounter any safety issues in the field or in any City buildings that should be addressed during the next Safety Committee meeting.

5. Next Meeting Date: Last Tuesday in November. Sheldon, Mark and Derrick all agreed the next few months will be difficult for them to attend the Safety Committee meetings. It was determined that meeting quarterly with advanced notice would be better so they can schedule the Safety Committee meetings in their work calendars.

6. Adjourn: Meeting adjourned at 9AM.



DOOR SOLUTIONS, INC.
 7921 SW Nimbus Ave., Suite 28E
 Beaverton, OR 97008
 503.828.9811

www.doorsolutionspdx.com

CUSTOMER: City of Cascade Locks
140 SW WanaPa Street PO Box 3
Cascade Locks, OR 97014

CONTRACT NO. 18-1016

PHONE: Marilyn Place
541-374-8484

DATE: Oct. 17 2018

EMAIL: mplace@cascade-locks.or.us

JOB SITE: City Hall
140 WaNaPa Street
Cascade Locks, OR 97014

SCOPE OF WORK

Priced per customer request, not per plans and specs

Supply and install the following hardware...

- 2 ea. LCN Auto Equalizers
- 2 ea. Wireless Receivers
- 4 ea. Wireless Transmitter
- 3 ea. Surface wall mount ADA Actuators
- 1 ea. Bollard with ADA Actuator
- 1 ea. HES Electric Strike for Rim Panic
- 1 ea. Trine Electric Strike for cylindrical lock

City of Cascade Locks to have an electrician on site the day of install to do all electrical connections, 115VAC and 24VDC
 If an additional trip is required for final programming, due to lack of performance by the electrician, an additional charge of \$500 will be assessed.

We will require a 50% deposit.

Total Contract Price: \$ **15,970.00**

Work to begin 4 - 6 weeks after approved submittals

Pricing is not based on prevailing wage rates. Our contract is based on working during the course of regular business hours and does not allow for over time work, including weekends and holidays, unless specified.

Balance of Contract plus or minus any agreed upon Change Orders will be billed upon completion.

Late charges will accrue if payment is not received within 30 days.

EXCLUSIONS & CLARIFICATIONS

Excludes painting and finish work, except as specified above.
 Customer is responsible for compatibility with existing, original materials, hardware, wall conditions, wiring or other items.
 Demolition or disposal, unless specified, is the responsibility of the customer.
 DSI will do no abatement or handling of asbestos or lead-based paint or other hazardous materials.
 Liability in regards to site electrical, plumbing or other site conditions is the responsibility of the customer.
 Contract does not allow for correcting pre-existing out-of-square or out-of-plumb walls/openings, unless specified.
 All electrical work by others. Customer responsible for coordinating electrician on site with DSI as needed.
 Does not include products or services not specifically described in the scope of work.
 Access to site must not be impinged.

Accepted upon Terms and Conditions

Customer

Door Solutions, Inc. CCB# 208068

Signed: _____
 Title: _____
 Date: _____

Signed: _____
 Title: _____
 Date: _____

1. The Customer has authorized Door Solutions, Inc. to proceed with this contract.
2. Door Solutions, Inc. warrants the quality of installation and repair services for one year following date of completion. DSI will not be responsible for the effects of abuse; severe weather or humidity; structural concerns such as, but not limited to, settling; or any other circumstance beyond our control on products provided and installed.
3. Warranties, if any, offered by the manufacturer of products provided by DSI shall be extended to the customer as allowed by the manufacturer. Door Solutions, Inc. will not be liable for labor or other costs associated with replacing faulty products.
4. Door Solutions, Inc. has reviewed all information provided in the solicitation of this proposal and has diligently worked to provide the customer with the services and products as requested. The customer is responsible to verify the accuracy of all services and products listed in this proposal as meeting the desire of the customer.
5. Every reasonable effort will be made by DSI to protect the customer's property and the areas surrounding the work space. Upon completion of the contract DSI will perform a quick-sweep and general clean up of the immediate area around the work area. However it should be expected that there is the potential for some construction generated residual dust, minuscule debris, minor smudges or scuffs to remain after the performance of this contract.
6. The customer will be responsible to provide access to the work area and to make sure the work area is free of obstructions. DSI will not move furniture wall hangings or valuables.
7. When servicing or working on customer-provided pre-finished products there may be unforeseen or unavoidable consequences to the finish. If desired by the customer, DSI will, at an additional charge, restore the finish.
8. Any deposit due, if stated on the front of this contract, is required prior to start-up. Lack of deposit does not negate the contract, but may cause delays. The customer will not hold DSI responsible for such delays. The balance due for work performed by DSI is to be paid for in full upon completion, unless other pre-arranged and pre-approved terms have been established.
9. This contract is not subject to retention. After 30 days invoices are subject to a 1-1/2% late fee.
10. Non-stock items will not be returnable. Stock items will incur a 25% re-stocking fee.
11. The customer is responsible to have a representative on the job-site to inspect and verify products prior to installation. If the customer is unable to arrange for such an inspection the customer waives the right to reject any product on the basis of incorrect design or quality.
12. DSI will not be responsible for time delays or other damages outside its control.
13. In the event that suit or action is brought to enforce, the prevailing party shall be entitled to recover its reasonable attorney fees and other costs incurred in such litigation, including the cost of depositions, experts and any other expense, whether or not such expense would ordinarily be allowed under the Oregon rules of civil procedure and/or Oregon revised statutes.
14. Door Solutions, Inc., at its sole discretion, shall have the option to require binding arbitration of any dispute which arises concerning this agreement or the project or structure to which this agreement pertains. If arbitration is required, the arbitration is to occur in Washington County, Oregon, unless otherwise agreed. Any arbitration shall be conducted with one or three arbitrators. The customer expressly agrees that any arbitration under this agreement may be consolidated for all purposes with any other arbitration concerning the project to which this agreement pertains.
15. In any small claim action concerning this contract the prevailing party shall be entitled to recover the reasonable costs of collection and maintaining the action.
16. Customer may direct Door Solutions, Inc. in writing to make changes. Adjustments to contract schedule and/or price shall be set forth in a change order.

City of Cascade Locks

18-1016





QUO
A

CASCADE ENTR

Vancouv

www.cascade

BILL TO
City of Cascade Locks
 Marilyn Deputy Place
 PO Box 308
 140 SW WaNaPa Street
 Cascade Locks, OR 97014

541-374-8484
 mplace@cascade-locks.or.us

Estimate Number:

Estimate Date:

Expires On:

Grand Total (USD):

Product/Service	Quantity	Price
28K 39" SINGLE OUTSWING HEAVY DUTY ADA OPERATOR, INSTALLED WITH (2) PTO BUTTONS. WARRANTY: 3 YEARS PARTS AND LABOR	2	\$2,595.00
HES 5200C Electric Strike for cylindrical locksets	2	\$149.00

Subtotal:

Oregon 0%:

Total:

Grand Total (USD) :

Thank you for this opportunity.

Notes

FURNISH AND INSTALL LISTED ADA DOOR OPERATORS WITH ELECTRIC STRIKES AND WIRELESS BUTTONS.

120 VAC TO OPERATORS BY OTHERS.

Clarifications and Exclusions:

- All related work as listed under "Not Included" is to be performed by others.
- Our quotation is contingent upon all work being performed during normal business hours and a mutually satisfc
- All labor is to be performed weekdays between 8am and 5pm unless otherwise noted.
- This quotation is calculated on one continuous installation engagement based on acceptable site conditions.
- CES reserves the right to invoice for costs that are incurred due to unacceptable site conditions requiring multip visits.
- No provisions have been made for Davis Bacon/Prevailing wages if required.
- 120 VAC and low/high voltage raceways (if required) to installed equipment by others.
- CES will be responsible for own housekeeping only.
- Paint, wood trim, sheetrock, and/or flooring repairs, if needed by others unless listed on quote.

jack@cascadeentrysolutions.com
OR CCB #204042
WA CC#CASCAE862N6



Date: 11/6/18
To: Marilyn Place
Project: Cascade Locks City Hall
140 WaNaPa St
Cascade Locks, OR 97014

PROPOSAL

We are pleased to submit, for your consideration, our proposal for providing installation services for the above listed project.

Scope of Work:

At the interior administrative office door, furnish and install one (1) dormakaba ED100 surface mounted low energy door operator in a dark bronze anodized aluminum finish. Work to include the installation of two (2) wireless push button switches and one (1) electric strike.

At the southwest exterior door, furnish and install one (1) dormakaba ED100 surface mounted low energy door operator in a dark bronze anodized aluminum finish. Work to include the installation of two (2) wireless push button switches.

\$5,685.00

Specific Exclusions:

- 120V power and terminations

Clarifications and Exclusions

- ✓ All related work as listed under "Specific Exclusions" is to be performed by others.
- ✓ Our quotation is contingent upon all work being performed during normal business hours and a mutually satisfactory schedule.
- ✓ All labor is to be performed weekdays between 8am and 5pm unless otherwise noted.
- ✓ No provisions have been made for Davis Bacon/Prevailing wages if required.
- ✓ This quote is valid for 30 days.
- ✓ dormakaba will be responsible for own housekeeping only.

This Quotation and any resulting contract shall be subject to dormakaba's terms and conditions for sale unless otherwise agreed upon in writing by authorized representative of the parties to this Quote.

Matt Wood
Phone: (503) 462-5206
matt.wood@dormakaba.com

6635 NE 59th Place,
Portland, OR 97218
CCB #204999
WA DORMAUI856JA

Signature, if accepted

Print Name

Date



Date: 12/3/18

To: Marilyn Place PH: 541-374-8484 Email: mplace@cascade-locks.or.us

Project: City of Cascade Locks – City Hall front door and office door options

PROPOSAL

We are pleased to submit, for your consideration, our proposal for providing installation services for the above listed project.

Scope of Work:

1A.

Southwest exterior door.

Remove existing hollow metal door and salvage existing rim panic exit device with trim.

Furnish and install half glass hollow metal door, ED100 auto operator with (2) ADA pushbuttons, hinges, threshold, gasketing and reuse rim panic device with trim.

OPTION 1A \$4,935.00

1B.

Southwest exterior door.

Remove existing hollow metal door and salvage existing rim panic exit device with trim.

Furnish and install half glass hollow metal door, ED100 auto operator with (2) wireless ADA pushbuttons, hinges, threshold, gasketing and reuse rim panic device with trim.

OPTION 1B \$7,550.00

Kevin Konkel

Dormakaba

Phone (971) 312-2829

kevin.konkel@dormakaba.com

6635 NE 59th Place

Portland, Oregon 97218

Fax (503) 659-9022

CCB #204999

Signature, if Accepted

Print Name

Title



1C. Southwest exterior door.

Remove existing hollow metal door and frame; salvage existing rim panic exit device with trim.
Furnish and install half glass hollow metal door and frame, ED100 auto operator with (2) ADA pushbuttons, hinges, threshold, gasketing and reuse rim panic device with trim.

OPTION 1C \$5,745.00

1D. Southwest exterior door.

Remove existing hollow metal door and frame; salvage existing rim panic exit device with trim.
Furnish and install half glass hollow metal door and frame, ED100 auto operator with (2) ADA pushbuttons, hinges, threshold, gasketing and reuse rim panic device with trim.

Administrative office door.

Furnish and install ED100 auto operator with (2) wireless ADA pushbuttons and electric strike.

OPTION 1D \$8,400.00

2A. Southwest exterior door.

Remove hollow metal door and frame; salvage existing rim panic exit device with trim.
Furnish and install new aluminum full glass door and frame, ED100 auto operator with (2) ADA pushbuttons, hinges, threshold, gasketing and reuse rim panic device with trim.

OPTION 1D \$10,450.00

2B. Southwest exterior door.

Remove hollow metal door and frame; salvage existing rim panic exit device with trim.
Furnish and install new aluminum full glass door and frame, ED100 auto operator with (2) ADA pushbuttons, hinges, threshold, gasketing and reuse rim panic device with trim.

Administrative office door.

Furnish and install ED100 auto operator with (2) wireless ADA pushbuttons and electric strike.

OPTION 1D \$13,100.00

Specific Exclusions:

- 120V power and terminations

Clarifications and Exclusions

- All related work as listed under "Specific Exclusions" is to be performed by others.
- Our quotation is contingent upon all work being performed during normal business hours and a mutually satisfactory schedule.
- All labor is to be performed weekdays between 8am and 5pm unless otherwise noted.
- No provisions have been made for Davis Bacon/Prevailing wages if required.
- This quote is valid for 30 days.
- dormakaba will be responsible for own housekeeping only.

This Quotation and any resulting contract shall be subject to dormakaba's terms and conditions for sale unless otherwise agreed upon in writing by authorized representative of the parties to this Quote.

Kevin Konkell
Dormakaba
Phone (971) 312-2829
kevin.konkel@dormakaba.com

6635 NE 59th Place
Portland, Oregon 97218
Fax (503) 659-9022
CCB #204999

Signature, if Accepted

Print Name

Title



OR CCB #861

Coburn Electric
P.O. Box 118
3745 Eagle Loop
Hood River, OR 97031
541-354-1163
541-354-1160 Fax

Tygh Valley Office
81532 Fairground Rd.
Tygh Valley, OR 97063
541-483-2266
541-483-2260 Fax

The Dalles
541-296-2199

Control Division
541-354-1163
541-354-1160 Fax

BID QUOTATION

To: Marilyn Place
Phone: 541-374-8484
Email: mplace@cascade-locks.or.us
From: Dennis Muilenburg
Project: Power for Automatic Door Operators

11-12-2018

Coburn Electric, Inc. is providing this quotation install power to (1) new automatic door opener for south upper entrance and power for (1) door on the east lower door entrance.

Proposal to include:

1. Permit fees
2. Install surface mounted conduit at both location
3. Pull wire and terminate circuitry to door controllers

Total price for above work \$943.00

Excludes:

All painting, patching, trenching, saw cutting, back filling, demo of existing electrical, supply of or wiring to low voltage devices.

TERMS:

Quotation Valid for 30 days. All payments are due within 10 days of our dated invoice. If all payments are not made on time, a 1.5% interest per month shall be charged on all accounts 30 days past due. The Buyer's signature shall constitute an acceptance of all the condition stated above. Installation will be guaranteed against defects in workmanships for period of one year.

Accepted by: _____ Date: _____

By: Dennis Muilenburg Date: 11-12-2018
Dennis Muilenburg, Estimator