

**PORT OF LEWISTON  
MINUTES OF REGULAR MEETING**

**June 14, 2017**

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on June 14, 2017.

Present at the meeting were Port Commission President, Mike Thomason, Port Commission Vice-President, Jerry Klemm, and Port Commission Secretary/Treasurer, Mary Hasenoehrl. Administrative staff in attendance were David Doeringsfeld, Port Manager, Jaynie Bentz, Assistant Port Manager, and Kelly VonLindern, Administrative Assistant. Port Commission President, Mike Thomason, convened the open meeting at 12:01 p.m.

**AGENDA APPROVAL:**

Port Commission President, Mike Thomason, called for review of the agenda. Commissioner Klemm made a motion to approve the agenda as presented; seconded by Commissioner Hasenoehrl. The motion passed unanimously.

**CITIZEN COMMENTS:**

Commissioner Thomason called for any citizen comments separate from the budgets under consideration today as each budget under consideration will include their own comment period during the public hearing process. No comments were provided.

**PUBLIC HEARING – FY17 PROPOSED AMENDED BUDGET:**

At 12:02 p.m. Commissioner Thomason convened a public hearing and directed Port Manager, David Doeringsfeld, to present the FY17 Amended Budget as proposed. Manager Doeringsfeld presented a line item review of the budget including, but not limited to, revenues and expenses, as well as FY17 activities and projects. Project overview included the dark fiber optic network build out, the Clearwater Paper sawdust operation at the dock, the Broemeling Steel expansion, Advanced Health Care construction and Clearwater Canyon Cellars moving out of the incubator facility.

Citizen Comments -- Commissioner Thomason thanked Manager Doeringsfeld for the presentation and called for any citizen comments regarding the proposed FY17 Amended Budget. No citizen comments were offered.

Commissioner Thomason closed the public hearing at 12:11 p.m.

**PUBLIC HEARING – FY18 PROPOSED BUDGET:**

At 12:11 p.m. Commissioner Thomason convened a public hearing and directed Port Manager, David Doeringsfeld, to present the FY18 Budget as proposed. Manager Doeringsfeld presented a line item review including, but not limited to, revenues and expenses and project overviews. He noted that the budget does not call for any utilization of prior revenues,. He continued that general operations for FY18 are projected to be up by \$40,511 over last year, terminal revenues are projected to be up over last year primarily due to the Clearwater Paper sawdust operation, and projected projects include entering into a longer term lease with the US Army Corps of Engineers, repair of a rail bridge and ongoing enhancements to Colonel Wright Way.

Citizen Comments -- Commissioner Thomason thanked Manager Doeringsfeld for his presentation and called for any citizen comments regarding the proposed FY18 budget:

Doug Mattoon, Executive Director, of Valley Vision expressed support for the budget and for the construction of the fiber optic network to support the business community. He continued that the Port's ongoing development of property and infrastructure provides him the necessary inventory needed to win business recruitment and expansion projects. He also thanked Port staff for their ongoing support and the cost sharing the Port provides for advertising in trade issues.

Terry Kolb, 3962 B Lakeview Dr, Lewiston, ID – Requested clarification of where Colonel Wright Way was located.

Mike Tatko, Regional Manager, for Avista Utilities – Commented that Avista has been a longtime supporter of economic development activities and supports the Port's proposed budget. He continued that the Port's activities demonstrate success and diversity with the incubator program and Clearwater Canyon Cellars outgrowing the program, the investment in fiber optic infrastructure, Broemeling Steel expansion and the Clearwater Paper sawdust operation.

Ged Randall, City Councilman, City of Lewiston – expressed his support for the proposed FY18 budget and complimented the direction the Port is taking.

Jeff Sayre, 1232 Bryden Ave, Lewiston, ID – commented that he is a 25 year resident of Lewiston and supports the FY18 proposed budget. He complimented the Port's diversity and ongoing efforts in job creation and business growth.

Bob Tippet, Nez Perce County Commissioner, Lewiston, ID – commented that he supports the FY18 proposed budget and encouraged the Port Commission to consider expanding rail in its long term planning.

Commissioner Thomason closed the public hearing at 12:30 p.m.

A short discussion ensued between the commissioners and staff. Manager Doeringsfeld stated that Colonel Wright Way was the road to the Lewiston transfer station in the Harry Wall Industrial Park and adjacent to the Port's earthwork project currently going on. He continued that the city of Lewiston plans to make some improvements to Colonel Wright Way next spring and the plan is to make Port improvements at the same time.

Discussion was had among Commissioners and staff regarding the Northport Transportation Study completed a couple years ago regarding conceptual road and rail improvements in north Lewiston. Manager Doeringsfeld commented that the study is posted on the Port's website and that since the plan was completed, 18<sup>th</sup> Street North has been improved which was identified as a top priority in the plan. The improvement also closed the east end of 7<sup>th</sup> Ave North. Discussion was also had regarding the proposed improvements to the rail bridge.

#### **ADOPTION OF THE FY17 AMENDED BUDGET:**

Commissioner Thomason called for a motion regarding the Proposed FY17 Amended budget. Commissioner Hasenoehrl made a motion to approve the FY17 Amended budget as proposed; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; voting Nay – none. The motion passed unanimously.

### **ADOPTION OF THE FY18 BUDGET:**

Commissioner Thomason called for a motion regarding the Proposed FY18 budget. Commissioner Klemm made a motion to approve the FY18 budget as proposed; seconded by Commissioner Hasenoehrl. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; voting Nay – none. The motion passed unanimously.

### **ADOPTION OF THE 2018 TAX LEVY:**

Commissioner Thomason called for a motion regarding the 2018 Tax Levy sufficient to raise the amount of \$405,000. Commissioner Klemm made a motion to approve levying a tax sufficient to raise \$405,000 for 2018; seconded by Commissioner Hasenoehrl.

During discussion, Commissioner Hasenoehrl, commented that she had pride in the Port's healthy budget, that it was conservative and fiscally responsible. Commissioner Klemm commented that he was proud of the Port's undertaking of the dark fiber optic network.

Voting Aye – Commissioners Thomason, Klemm, Hasenoehrl; voting Nay – none. The motion passed unanimously. Commissioner Thomason thanked the citizens for their attendance and the comments provided. The attendance sign in sheet is attached hereto.

A short recess was taken at 12:32 p.m. Commissioner Thomason reconvened the meeting at 12:41 p.m.

### **ADOPTION OF MINUTES:**

The Port Commission examined the Minutes for the Regular Meeting of May 10, 2017, and special meetings of May 23, and two meetings held on May 24, 2017. A motion was made by Commissioner Klemm to accept all Minutes as presented, respectively; seconded by Commissioner Hasenoehrl. The motion passed unanimously.

### **TERMINAL II & DOCK OPERATIONS REPORT:**

An overview was presented by David Doeringsfeld, Port General Manager, concerning operations at Terminal II (Inland 465). He reported that Space Builders intend to conduct roof maintenance by the end of June, weather permitting.

Port Manager, David Doeringsfeld, next provided updates on Terminal I, the public dock facilities. He reported that the sawdust barges have been coming and going but that debris and the high river levels are causing some navigation issues on the system. Discussion was had regarding the opportunity to tour a Shaver tug offered at the Snake River Family Festival held at Boyer Park.

Year to Date container shipments are down -100% and wheat shipments down -37.70% (due to the extended lock outage). Container shipments and wheat shipments for the month of May, as compared to the same month last year, reflect a 0% change in container shipments, both years reporting zero volume, and an increase of 39% in wheat shipments for the month. A Year to Date and May shipping summary of statistics was reviewed.

## **MANAGER'S REPORT:**

### **Active Agenda:**

Manager Doeringsfeld presented the Port Commission a land lease for consideration of approval with Herco Asphalt and Paving for approximately 2-acres in the amount of \$8,000 per year, effective June 1, 2017. Manager Doeringsfeld referenced an aerial map to show the location of the proposed property. He continued that the lease is for property adjacent to their current lease and allows for their business additional area to store rock material to their operation. Commissioner Hasenoehrl made a motion to approve the lease agreement with Herco Asphalt and Paving as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl, and Klemm. Voting Nay – None. The motion passed unanimously.

### **Miscellaneous Project Review/Updates & events:**

Manager Doeringsfeld shared a thank you note received by the Southwick Community Center for the small community grant they received from the Port. They invited the Port Commission to visit their facility if they were in the area.

Fiber Optic Network Update – Assistant Port Manager, Jaynie Bentz, reported that splicing was complete on both sides of the Southway Bridge allowing for the availability of redundant lines by customers on either side of the river. She continued

with a list of segments pending for either for city or Avista review and approval. She commented that FY18 projects will begin to fill the pipeline now that the budget has been approved.

Harry Wall Grading Project – Manager Doeringsfeld reported that the project is 80% complete. Pending items include a pressure reducing valve and vault to be installed, the sewer line to be installed and re-hydro seed any disturbed areas. He complimented the contractor, Debco Construction.

Community Outreach Update –

The Port report was distributed June 6<sup>th</sup>. Also, the Port and Lewis Clark Terminal will be coordinating tours with the Idaho Wheat Commission who are bringing up Trade Teams visiting from Taiwan, Chile, China and Vietnam this summer.

Miscellaneous Project updates:

Manager Doeringsfeld referenced an aerial map and reported that staff has begun the process of vacating a subdivision south and west of the LCSC skid pad.

Upcoming meetings/events:

June 19-21 – PNWA Summer Conference, Seattle, WA

June 27 – Valley Vision Annual membership meeting at Red Lion, Lewiston

June 29 – Idaho Farm Bureau, Port tour

## **COMMISSION COMMITTEE REPORTS:**

Commissioner Hasenoehrl/Urban Renewal Agency— Reported that the URA approved a plan that will now go to city council for review and approval. The plan includes two new revenue allocation areas, one on East Main and one in the East Orchards area regarding sewer installation. A phased approach was discussed for the Bryden Avenue corridor.

Commissioner Thomason/Valley Vision – Reported that the Valley Vision Annual meeting was upcoming. The keynote speaker will be Jansen Jones, with Howell Munitions. He passed around a thank you note from Valley Vision for receipt of the Port's financial contribution.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee, Chamber Natural Resource Committee, PNWA Board of Directors – Reported the Government Affairs Committee had elections and a short discussion regarding local

option tax. The Natural Resource Committee meeting ran long due to questions and discussion with Senator Johnson, who presented on this past legislative session.

**FINANCIAL REPORT:**

As the next order of business, the Port Manager presented a Financial Statement prepared by the Port Auditors for eleven months ending May 31, 2017. The Port Manager next reviewed the Treasurer's Report and a Port Financial Summary concerning the status of Port funds on May 31, 2017. After review and discussion, Commissioner Hasenoehrl made a motion to approve the Financial Report as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed unanimously.

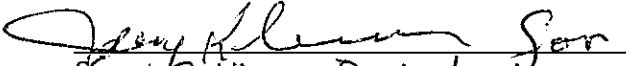
**ACT ON CLAIMS:**

The next order of business was review and discussion of claims against the Port as presented by the Check Detail Sheet. A motion was made by Commissioner Hasenoehrl to approve and pay Port vouchers Nos. 19656 through 19744, transfers and EFTPS for a total amount of \$207,021.33; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

**OTHER BUSINESS:** -- None

**EXECUTIVE SESSION:** -- None.

Being no further business, the meeting adjourned at 1:12 p.m.

  
~~Secretary~~ *Vice-President*  
~~Mary Hasenoehrl~~  
Jerry Klemm