

**PORT OF LEWISTON
MINUTES OF REGULAR MEETING**

March 9, 2017

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on March 9, 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 12:02 p.m.

AGENDA APPROVAL:

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

CITIZEN COMMENTS: -- None.

ADOPTION OF MINUTES:

The Port Commission examined the Minutes for the Regular Meeting of February 8, 2017. A motion was made by Commissioner Klemm to accept the Minutes as presented; 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 the facility remained full and busy. The facility manager has not reported any new roof leaks or damage to inventory.

Port Manager, David Doeringsfeld, next provided updates on Terminal I, the public dock facilities. He reminded the Port Commission that the river system is closed

for a 14-week extended lock outage for U.S. Army Corps of Engineers maintenance to locks. Stakeholders have been advised by the U.S. Army Corps of Engineers of a delay in reopening the river system due to ongoing weather conditions and late discovery of additional repairs needed at Little Goose. The original reopening date was March 20, 2017. Weekly stakeholder conference calls will continue to update the reopening status. He commented that Port staff will update the Commissioners as new information becomes available.

Manager Doeringsfeld referenced a Press Release regarding an agreement reached between ICTSI and the Port of Portland to terminate the ICTSI operations contract at T6. Open discussion was had regarding the opportunity for a new strategy to develop and bring back steamship line service to the Portland container terminal. Concerns were voiced regarding any new carrier interested in calling Portland also demanding assurances for productivity while the ongoing legal battle between labor and ICTSI continues.

Clearwater Paper's barge unloading equipment has begun to arrive at the Port's dock for assembly for sawdust operations once the river reopens. Manager Doeringsfeld invited the Port Commission to drive down and view the equipment after today's meeting.

Year to Date container shipments are down -100% and wheat shipments down 100%. Container shipments and wheat shipments for the month of February, as compared to the same month last year, reflect a -100% change in container shipments and a decrease of -100% in wheat shipments for the month. A Year to Date and February shipping summary of statistics was reviewed. The extended lock closure began in December.

MANAGER'S REPORT:

Active Agenda:

Manager Doeringsfeld presented the Port Commission a bid award to Debco, from Orofino, Idaho, in the amount of \$482,482.48 for the grading project at the former EKO Systems site within the Harry Wall Industrial Park. He reported that seven bids were received for consideration. Reidesel Engineering, the project engineer, has

recommended awarding the contract to Debco as the lowest responsive bidder. The engineer's estimate was \$648,220.00. Construction and engineering is estimated at \$650,000.00 with the Port's budget for the project at \$781,000.00. Manager Doeringsfeld advised that the contractor would begin the project by the end of the month with a project completion date of June 1, 2017. Additionally, he advised that there are a few outstanding items to be negotiated: a supplemental design fee to extend the water line down to the three additional pad sites south of the project; to relocate the stormwater pond out of the draw, and; construction management and Quality Assurance oversight. The Commissioners voiced their appreciation to the number of bidders interested in the project and the favorable bids provided. Commissioner Klemm made a motion to award the construction contract to Debco in the amount of \$482,482.48, and authorize the Port Manager to sign the construction contract; seconded by Commissioner Hasenoehrl. Voting Aye – Commissioners Thomason, Hasenoehrl, and Klemm. Voting Nay – None. The motion passed unanimously.

Next, Manager Doeringsfeld presented the Port Commission a letter from the Southwick Community Center requesting \$1,500.00 from the Port's Small Community Grants program to assist in the revitalization of a building into a community center. Discussion and review was had regarding the Port's program guidelines, the proposed project, other project funding sources, and its similarity to the Lenore Community Center project awarded previously. Manager Doeringsfeld recommended approval of the request. Commissioner Klemm made a motion to award \$1,500.00 to the Southwick Community Center through the Port's Small Community Grants Program; seconded by Commissioner Hasenoehrl. Voting Aye – Commissioners Thomason, Klemm, and Hasenoehrl. Voting Nay – none. The motion passed unanimously. Manager Doeringsfeld commented that he will coordinate with the community center representative to assure project completions before processing the grant funds through payables.

Miscellaneous Project Review/Updates & events:

Fiber Optic Network Update – Assistant Port Manager, Jaynie Bentz, reported that all projects on hold due to weather conditions have been completed and are included in today's payables: 5th Ave to Southway Roundabout on Snake River Avenue,

the Nez Perce Plaza segment, and 5th Street to 111 Main Street on D Street. The Port of Lewiston and Clarkston have submitted their project to the bridge owners for approval to cross Southway Bridge; the contract between the bridge owners and CenturyLink continues to make its way through each of the entities for signatures. Discussion was had regarding development of a Joint Agreement between the Port of Lewiston and the Port of Clarkston for the Southway Bridge segment. Open discussion was had regarding potential buildout to consider this next fiscal year.

Community Outreach Update – Manager Doeringsfeld reported that website management is ongoing. A Snake River Family Fun Festival will be held at Boyer Park on May 20; the Nez Perce County Fair is scheduled September 21-24; Riverfest is September 30. Budget work sessions for the Port will begin in April and open houses held throughout the county will begin in May. Open discussion was had regarding possible budget workshop dates.

Miscellaneous Projects –

Lighting improvements will be made at the K&G Construction leased building and the ice rink this month for submission to Avista's energy savings rebate program.

Manager Doeringsfeld reported that he has participated in the city's stormwater committee. The committee has made a recommendation to city council regarding instituting a stormwater fee. He advised the Port Commission that he did not vote in support of the committee's recommendation. And, the letter to the city council does not reflect his vote. He conveyed that the main question of whether the proposed stormwater charge is a fee or a tax is still in question. The previous stormwater charge was previously litigated and struck down. He voiced concern that the other municipal agencies previously involved in the stormwater litigation are not aware of the process underway. Open discussion was had regarding the potential financial impact stormwater fees may have on the Port.

Upcoming meetings/events:

March 13-17, 2017 – PNWA Mission to Washington DC

March 29, 2017 – Inland NW Partners in Hayden Lake

April 12, 2017 – Next regular Port Commission meeting

April 20, 2017 – CEDA Annual Meeting, Red Lion, Lewiston

COMMISSION COMMITTEE REPORTS:

Commissioner Hasenoehrl/Urban Renewal Agency— Reported that the URA reviewed the draft of their annual report due to the state, per requirements. The board is reviewing a draft for East Main as a potential new Revenue Allocation Area.

Commissioner Thomason/Valley Vision – Reported that the Valley Vision Board heard a presentation from Community Development Corporation regarding tax credit qualifications for interested developers. Mr. Conklin is continuing to assist with fundraising and achieving a good response and financial support. Valley Vision has been actively engaging with the Airport Authority. Discussion was had regarding the new Pullman airport currently under construction. Valley Vision continues to include Port properties for consideration by inquiring businesses interested in doing business in this area. Commissioner Thomason reported that he attended the SEL 5-year anniversary luncheon instead of attending the LCV Chamber Board luncheon. Dr. Schweitzer remarks included that there are currently 380 employees at the Lewiston plant and then announced another 100 job openings available between the Lewiston and Pullman facilities. The Port Commission had open discussion regarding a second SEL event held last night at the Lewiston plant. SEL invited the community to support the upcoming LHS Bond levy and invest into education, community and our youth. Dr. Schweitzer also reported the 80 of the 100 positions announced previously had been filled with one-half of those positions located within the Lewiston plant.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee, Chamber Natural Resource Committee, PNWA Board of Directors – Reported the Government Affairs committee is monitoring several legislative bills. Valley Vision and the committee are co-hosting a town hall meeting this coming weekend at LCSC.

FINANCIAL REPORT:

As the next order of business, the Port Manager presented a Financial Statement prepared by the Port Auditors for eight months ending February 28, 2017, stating revenues and expenses were on track. Commissioner Hasenoehrl inquired the status of the Omega Morgan past due balance. Manager Doeringsfeld replied that he has been in contact with them and he believes they will pay their bills in full but no date certain was

provided. After review and discussion, Commissioner Hasenoehrl made a motion to approve the Financial Statement as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed unanimously.

The Port Manager next reviewed a Port Financial Summary concerning the status of Port funds on February 28, 2017.

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. 19433 through 19507, transfers and EFTPS for a total amount of \$234,086.38; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

Manager Doeringsfeld noted that some funds may need to transfer into checking when payment for the Harry Wall Development grading project became due. He would discuss this further when signatures may be needed to withdraw funds. Commissioner Klemm commented that funds should be FDIC protected whenever considering transfers and account balances.

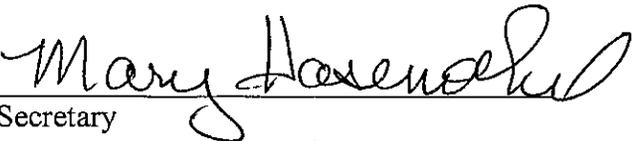
OTHER BUSINESS: -- None

EXECUTIVE SESSION:

Commissioner Hasenoehrl made a motion to enter into executive session Pursuant to Idaho Code 74-206(1) (f) – To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Voting Aye – Commissioners Thomason, Klemm, Hasenoehrl; voting Nay – none. The motion passed.

At 1:12 p.m. the Port Commission convened Executive Session. During Executive Session, discussion was had with counsel regarding legal ramifications of and legal options for pending litigation.

At 2:05 p.m. the Port Commission reconvened Open Session.
Being no further business, the meeting adjourned at 2:05 p.m.


Secretary
Mary Hasenoehrl