

PORT OF LEWISTON
MINUTES OF SPECIAL MEETING
April 26, 2018

The special meeting of the Port Commission was held at the Port District Office at the hour of 1:30 p.m. on April 26, 2018.

Present at the meeting were Port Commission President, Mary Hasenoehrl, Port Commission Vice-President, Jerry Klemm and Commission Secretary/Treasurer, Mike Thomason. Administrative staff in attendance was David Doeringsfeld, Port Manager and Jaynie Bentz, Assistant Manager. The meeting was called to order at 1:30 p.m. by Port Commission President, Mary Hasenoehrl.

AGENDA APPROVAL:

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

CITIZEN COMMENTS:

Port Commission President, Mary Hasenoehrl, called for citizen comments.

Don Beck, 322 12th Avenue, Lewiston, ID – Commented that he was a candidate running for Nez Perce County Commissioner and was attending today's meeting to introduce himself and become better educated about the Port and its activities. He stated that he worked for Idaho Fish & Game for a lot of years, is familiar with waterways issues including the States Organization for Boating Access (SOBA) program. The Commissioners thanked him for attending.

ACTIVE AGENDA:

Port Manager, David Doeringsfeld, reported that the LC Amateur Hockey Association Board Treasurer, Dan McFetridge, was present today to field any questions from the Port Commission regarding their request at a previous meeting to consider a rental rate reduction for four months (May – August). Manager Doeringsfeld summarized that the current lease rate is \$4,025/mo and has a prescribed rate increase scheduled for August 2, 2018. Additionally, the ice rink has an outstanding balance for

reimbursement for five months of utilities in which invoicing was overlooked by the Port and no fault of their own. Open discussion included information regarding new board members, increase in sponsorships, the first summer for offering roller skating, reduction in equipment costs, interest in working with each other to continue hockey and roller skating in the LC Valley community, a level payment structure, and encouragement to pursue the possibility in partnering with City of Lewiston Parks & Recreation Department. Consensus was had that the lease rate amount the LC Hockey Association will return to in September was left undetermined so that further communication could be had later this summer. Commissioner Thomason made a motion to amend the LC Hockey Association lease agreement to reflect a revised lease rate of \$700 per month for the months of May, June, July and August, 2018; to forego the suspended amount in the rental difference; and to average the balance due for utilities after August, 2018, and over the remaining months of lease term of September, 2018, through July, 2019; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl, Klemm; voting Nay – None. The motion passed unanimously. The Port Commission thanked Mr. McFetridge for attending today's meeting and the ongoing dialogue. Assistant Manager, Jaynie Bentz, stated that the May rent invoice has been sent and would be revised. Also, a lease amendment will be drawn up for signatures reflecting today's motion.

NON-ACTIVE AGENDA:

Workshop to draft FY18 Port of Lewiston budget – The Port Commissioners and staff reviewed and discussed page by page of the draft 2019 fiscal year budget.

Open discussion was had regarding proposed revenues including: tax levy amount, sales tax amount, lieu tax collected from tenants that are passed through to Nez Perce County, Terminal I and Terminal II revenues, lease rental amounts, fiber network revenues, and interest from bank accounts. Discussion also included maintaining the levy rate amount, dock and warehousing activities, land values and lease rate amounts, consumer price index comparisons, the rail tariff, fiber network customers, definitions of sales tax and tax replacement funds and how lieu tax amounts are determined.

Open discussion was had regarding proposed expenses including: Port Commission per diem and related benefits, Port Commission travel and professional

development, affiliation dues and election expenses, Port Administration travel and professional development, general office expenses and equipment, legal services, accounting and auditing services, public affairs and marketing, economic development partnerships and community grants, general insurance, facilities maintenance, utilities, navigation and river issues, lieu tax payment as a pass through account, Terminal I and II and Land Acquisition and Development activities. Discussion also included Port Commission activities and per diem daily amount, review of affiliated entities, balance of personnel between terminals and facilities, the State of Idaho employee and Port benefit rates, anticipated staff and commissioner travel, funding levels and status for economic development partnerships and grants, proposed utility increases and implementation of stormwater fees by the city, acreage and weed abatement frequency and costs, costs associated with updating the lease agreement with the U.S. Army Corps of Engineers, proposed improvements at the Business & Technology Park, the Harry Wall Industrial Park and the Confluence Riverfront property, rail maintenance vs rail improvement projects, security improvements, incubator program status and needs, and fiber optic network development.

Manager Doeringsfeld stated that the draft workbook would be updated to reflect the changes from today's meeting for the next workshop.

Being no further business, the meeting adjourned at 3:20 p.m.

A handwritten signature in blue ink that reads "Mike Thomason". The signature is written in a cursive style and is positioned above a horizontal line.

Secretary
Mike Thomason