

**PORT OF LEWISTON**  
**MINUTES OF REGULAR MEETING**  
**April 13, 2016**

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on April 13, 2016.

Present at the meeting were Port Commission President, Mike Thomason, Port Commission Vice-President, Jerry Klemm and Port Commission Secretary, Mary Hasenoehrl. Administrative staff in attendance were David Doeringsfeld, Port Manager, Kelly VonLindern, Administrative Assistant, and Jaynie Bentz, Assistant Port Manager.

The meeting was called to order at 12:00 p.m. by Port Commission President, Mike Thomason.

**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:**

Port Commission President, Mike Thomason, called for citizen comments. No comments were presented.

**ADOPTION OF MINUTES:**

The Port Commission examined the Minutes for Regular Meeting March 9, 2016, and Special Meeting April 5, 2016. A motion was made by Commissioner Klemm to approve the Minutes as presented, respectively; seconded by Commissioner Hasenoehrl. The motion passed unanimously.

**TERMINAL II & DOCK OPERATIONS REPORT:**

A summary was presented by David Doeringsfeld, Port General Manager, concerning operations at Terminal II (Inland 465), the public warehouse facilities. He reported that the warehouse is full and no issues have been reported by the facility manager. Materials have been ordered for the next roof application this coming fall.

Port Manager, David Doeringsfeld, next provided updates on Terminal I, the public dock facilities. He reported that the river system has returned to service as March was the US Army Corps of Engineers annual maintenance to the locks and the system was down. The barge/rail program is continuing while T6 at the Port of Portland continues to be non-operational. Hapag Lloyd recently agreed to stage 45 containers at the Port of Lewiston to help serve our area customers with the rail/barge option.

Port tenant, American Alloy will be shipping their first oversize unit out by barge at the end of this week.

Discussion was had regarding an inquiry for the Port to consider the possibility of storing non-hazardous railcars at \$3/car/day. Manager Doeringsfeld reported that storage is needed due to the current soft market conditions within the energy industry around the North Dakota region. He is continuing to work with the local Great Northwest Railroad on the potential of this prospect.

Year to Date container shipments are down -95% and bulk wheat shipments up 2%. Container shipments and wheat shipments for the month of March, as compared to the same month last year, reflect a decrease of -92.10% in container shipments and an increase of 2.23% in wheat shipments for the month. A Year to Date and March shipping summary of statistics were provided.

## **MANAGER'S REPORT:**

### **Active Agenda:**

Port Manager, David Doeringsfeld, presented a Right-Of-Way Dedication to the city of Lewiston for described locations along 18<sup>th</sup> Street North, for consideration of approval. Manager Doeringsfeld recommended approval of the 312.50 square foot dedication. After discussion, a motion was made by Commissioner Hasenoehrl to approve the Right-Of-Way Dedication to the city of Lewiston as presented; seconded by Commissioner Klemm. Roll call vote:

Voting Aye – Commissioners Thomason, Hasenoehrl, Klemm; voting Nay – None. The motion passed unanimously.

Next Port Manager, David Doeringsfeld, presented a lease amendment with Lewis Clark Amateur Hockey Association to extend their lease agreement for an

additional three years and with structured rate increases, as proposed by the tenant. Manager Doeringsfeld recommended approval. After discussion, a motion was made by Commissioner Hasenoehrl to approve the lease amendment with Lewis Clark Amateur Hockey Association for an additional three years with structured lease rates; seconded by Commissioner Klemm. Roll call vote:

Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; voting Nay – none. The motion passed unanimously.

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

Beautiful Downtown Lewiston – Courtney Kramer, Executive Director, presented event information, financial status, partner involvement, and organizational and statistical information regarding downtown businesses. She introduced three volunteer board members accompanying her and complimented their dedication. Ms. Kramer requested the Port Commission's consideration for a financial contribution to the organization with the upcoming budget cycle. After open discussion, the Port Commission thanked Ms. Kramer for her time and informative presentation.

EKO Site Status Update – Port Manager, David Doeringsfeld, reported that the Port had retained Allwest to complete a limited environmental site evaluation for the presence of metals, volatile organic compounds and semi-volatile organic compounds in the on-site soils. Based on Allwest's findings, no relevant issues were detected and no further investigation was warranted. Manager Doeringsfeld recommended releasing the surety bond in place. Discussion was had regarding Commissioner Thomason signing the documents for release of the bond held at the Zions bank.

Fiber Optic Network Project Update – Assistant Manager, Jaynie Bentz, reported on the construction status and bid/award status of each segment as designed. She reported that the Port now has fiber in the ground and in the air with the completion of the first segment finishing this week. Construction will continue through the summer and will venture into Nez Perce County jurisdiction in areas on the south side of the airport. Discussion was had regarding initial construction plans spanning both fiscal years.

BREAK: At 1:10 p.m. the Port Commission took a short recess.

RECONVENE: At 1:22 p.m. the Port Commission reconvened the open meeting.

Advanced Health Care – Manager Doeringsfeld reported that the bid to remove 11,500 cubic yards of the Port’s dirt off of the site will require a change order due to the increase in actual quantities of 14,800 cubic yards. Advanced Health Care has requested to purchase some of the rock at market rate. Neighbors of the site expressed concern about blowing dust from the dirt pile. Manager Doeringsfeld commented that tack will be sprayed over the pile and the Port has applied grass seed.

Community Outreach –

Next Regular Port Commission Meeting – May 11

FY17 Budget workshops – were scheduled for April 21, April 28 and if needed, May 5

FY17 Budget & Community Outreach meeting dates were discussed based on facility availability within the communities

FY17 Budget Hearing date was confirmed – June 8

#### **COMMISSION COMMITTEE REPORTS:**

Commissioner Hasenoehrl/Urban Renewal Agency— She reported that the URA reviewed their audit; the construction agreement was signed between the city and URA for the 18<sup>th</sup> Street N project; the by-laws were changed so board representatives could have alternates in case of inability to attend a board meeting; a resolution was signed to terminate revenue allocation area #1 and disburse funds; a new revenue allocation area was discussed around the airport area and Bryden corridor; and discussion was had regarding the session’s legislative changes relative to URAs.

Commissioner Thomason/Chamber Board/Valley Vision – He reported on his participation at the Inland Northwest Partners spring meeting and that the LCV Chamber board meeting is up coming.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee, Chamber Natural Resource Committee, PNWA Board of Directors – He reported that the Natural Resource Committee heard a presentation by the Washington Business Director. The Government Affairs Committee discussed legislative changes relative to URAs with open discussion and participation from Senator Johnson.

**FINANCIAL REPORT:**

The Port Manager presented a Financial Statement prepared by the Port Auditors for nine months ending March 31, 2016. After review and discussion, Commissioner Hasenoehrl made a motion to approve the Financial Statement as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; Voting Nay – None. The motion passed unanimously.

The Port Manager next reviewed a Port Financial Summary concerning the status of Port funds as of March 31, 2016.

**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. 18599 through 18680, transfers and EFTPS for a total amount of \$317,909.64; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; Voting Nay – None. The motion passed unanimously.

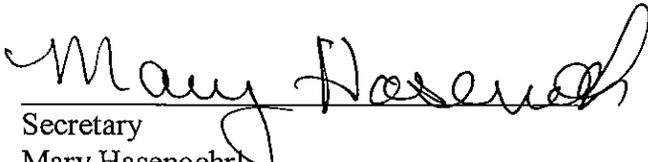
**OTHER BUSINESS:**

None.

**EXECUTIVE SESSION:**

None.

Being no further business, the meeting adjourned at 1:43 p.m.

  
Secretary  
Mary Hasenoehrl