

**PORT OF LEWISTON
MINUTES OF SPECIAL MEETING
January 8, 2015 – Revised February 25, 2015**

The special meeting of the Port Commission was held on January 8, 2015, at the Port District Office pursuant to notice duly given.

The meeting was called to order at 12:01 p.m. by Port Commission Vice President Jerry Klemm.

Present at the meeting were Port Commission Vice President Jerry Klemm and Port Commission Secretary/Treasurer Mike Thomason. Port Commission President Mary Hasenoehrl attended via telephone conference call. Administrative staff members in attendance were David Doeringsfeld, Port Manager, Jaynie Bentz, Assistant Port Manager and Kelly Von Lindern, Administrative Assistant. Guests in attendance included: Nez Perce County Commissioner Doug Havens, representatives from Swift Transportation and Pacific Steel.

AGENDA APPROVAL:

Commission President Mary Hasenoehrl asked Commissioner Jerry Klemm to run the meeting. Commissioner Klemm called for review and approval of the agenda. Commissioner Thomason made a motion to approve the agenda as presented; seconded by Commissioner Hasenoehrl. The motion passed unanimously.

OATH OF OFFICE:

This being the first meeting in 2015, Commissioner Klemm and Commission Thomason took their oath of office and signed the formal oaths. Copies are attached hereto. Congratulations were conveyed on their successful re-election.

REVIEW AND DISCUSS URBAN RENEWAL AGENCY PROJECT LIST:

Port Manager David Doeringsfeld explained the purpose of the special meeting was to review Urban Renewal Agency (URA) projects under consideration within the Northport area. The URA had asked the Port to prioritize those projects and consider financial contribution from the Port for these projects.

URA projects relative to the Northport area include: improvements to 18th Street North as a transportation corridor, development of an incubator building and earthwork and infrastructure development of approximately 20 acres in the Harry Wall Industrial Park on the north side of Downriver Road.

Manager Doeringsfeld provided rough cost estimates for each project. There was general discussion of each project.

Manager Doeringsfeld explained that 18th Street N. was originally constructed as a residential corridor and never upgraded to industrial standards. It will require a complete rebuild to make necessary repairs to the street due to inadequate road base. He noted that 18th Street N. is a city street, not the Port's, utilized by many companies and usage is not limited to businesses located in the Northport area. Improvements to the road (18th Street N.) and the intersection with SR 128 will cost approximately \$820,000, per the recently completed Northport Transportation Study.

Commissioner Hasenoehrl noted rebuilding 18th Street N. is not currently a City of Lewiston priority. City funds are limited and focused on maintaining streets rather than full reconstruction projects.

Mike Vantrease of Swift commented on the overall lack of maintenance for streets in the Northport area. He noted that a high volume of trucks must use the Certified Pay Scale and exit onto 18th Street N.

Manager Doeringsfeld said a 10,000 square foot incubator building with construction cost of approximately \$100/square foot would equate to roughly a \$1 million project. This is an estimate and it does not include a purchase of land. He clarified that discussion of an incubator building is a stand-alone issue unassociated with development of a food processing center. A food processing center as a tenant would be a separate issue and a group would have to make the improvements necessary to operate a food processing center within the building and manage the space. Discussion reflected a low interest in the port managing a public or community kitchen or food processing center versus an actual incubator building.

Commissioners agreed that infrastructure development for Harry Wall North is an important project, but several factors move the timeline for that project out two to three years. They agreed to report to the URA that development of Harry Wall North

may be premature at this point in time. The estimate provided for earthwork, street, water, sewer and stormwater infrastructure was approximately \$2.75 million.

Commissioners discussed that the incubator project and rebuilding 18th Street N. are both projects that could move forward at present. They agreed to report back to the URA as prioritizing 18th Street N. The rationale being that 18th Street was identified as a top priority in the recently completed Northport Transportation Study, which involved extensive input from stakeholders and the public. Rebuilding 18th Street N. would be a first step in implementing the study. However, consensus was that the URA must establish their own criteria in selecting URA projects.

In terms of a financial contribution, Port Commissioners agreed that this would have to be discussed as part of the budgeting process for the next fiscal year. Contributions for these projects were not included in development of the current budget, which runs 7/1/14-6/30/15. Commissioners agreed to further discuss a fiduciary partnership for a URA Northport project during development of the FY16 budget.

OTHER BUSINESS:

At 12:40 p.m., Commissioner Klemm made a motion to adjourn the open meeting and enter into Executive Session as allowed by Idaho Code §67-2345 (e) *to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;* (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;* and (b) *to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student,* seconded by Commissioner Thomason. Roll call vote:

Commissioner Thomason – Aye

Commissioner Klemm – Aye

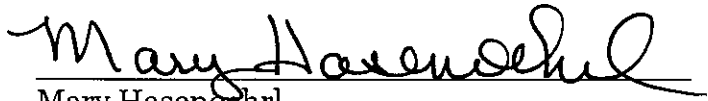
Commissioner Hasenoehrl – Aye

Voting Nay – none; the motion passed unanimously.

EXECUTIVE SESSION:

The Port commission entered into Executive Session at 12:40 p.m. for such purposes allowed by Idaho Code §67-2345 (e), (f) and (b). During Executive Session, discussion was had relating to (e) the consideration of preliminary negotiations involving matters of trade and commerce in which the governing body is in competition with governing bodies in other states; (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for controversies not yet being litigated by imminently likely to be litigated; and, (b) to consider the evaluation of a staff member.

The port commission reconvened the open meeting at 3:10 p.m. There being no further business, the meeting adjourned.


Mary Hasenoehrl
Secretary