

PORT OF LEWISTON
MINUTES OF REGULAR MEETING
January 15, 2014

The regular meeting of the Port Commission was held at the Port District Office at the hour of 7:00 a.m. on January 15, 2014.

Present at the meeting were Port Commission President, Mary Hasenoehrl, Port Commission Vice-President, Jerry Klemm and Port Commission Secretary/Treasurer, Mike Thomason. Administrative staff in attendance were David Doeringsfeld, Port Manager, and Jaynie Bentz, Assistant Port Manager. Guests in attendance were David M. Estes, citizen, Bob Blakey, City Councilman for the City of Lewiston, and Elaine Williams, reporter for the Lewiston Tribune.

PUBLIC HEARING:

At 7:00 a.m. Port Commission President, Mary Hasenoehrl, stated the first order of business was to convene a public hearing in accordance with Idaho Code Section 70, Chapter 19, entitled Industrial Development Districts in Port Districts to take public testimony regarding the sale of approximately 7.23-acres for a total price of \$395,039.00 to the city of Lewiston for the purpose of operating a solid waste transfer station. The property is located on Colonel Wright Way (south of EKO). This property is within the Harry Wall Industrial Park and accessed from the intersection of Down River Road and Colonel Wright Way.

Port Manager, David Doeringsfeld, presented a copy of the proposed purchase agreement and a description of the property by referencing an aerial photograph. He stated the proposed cost for the ~7.23-acres is \$1.90 per square foot less the cost for city roadway improvements. The cost for the roadway improvements was provided to the Port by the city. Discussion also described the agreement protecting the viewscape by maintaining the current number of trees on the property, completing the roadway improvements within a two year period, allowing Colonel Wright Way to become a public right of way immediately, specifically disallowing the processing of bio-solids as part of the allowed operations of the facility uses and allowing an easement for a turnaround area. Councilor Blakey asked about the proposed dedication of right of way inhibiting the sale of adjacent property within the Harry Wall Industrial Park. Port

Manager, David Doeringsfeld, stated that a public hearing has been held to sell property to Inland Auto Glass but a final purchase agreement has not been presented to the Port Commission for consideration of approval as Mr. Stedman's ultimate decision on purchasing the property is pending. However, the Port Manager stated the delay by the Lewiston City Council to discuss this item in February, 2014, has caused a hardship on Mr. Stedman's project plans. Regarding Sunshine Disposal, Inc., discussions have been had regarding the lease and/or purchase of property but no proposed agreement has been put before the Port Commission, stated Port Manager, David Doeringsfeld. The Port Manager stated that a right of way is needed in order for any sale of property that would be accessed by Colonel Wright Way, so this issue will need to be sorted out regardless of the city's decision to purchase the transfer station site.

Port Commission President, Mary Hasenoehrl, called for any additional comments. Port Manager, David Doeringsfeld, stated no additional comments were received in writing. Hearing none, Commissioner Hasenoehrl closed the public hearing.

The Port Manager reminded the Port Commission that a minimum of three days must pass before they may consider any action.

CONVENE GENERAL MEETING OF THE PORT COMMISSION:

Port Commission President, Mary Hasenoehrl, stated the next order of business was to convene the regular monthly meeting of the Port Commission.

AGENDA APPROVAL:

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

ADOPTION OF MINUTES:

Next, the Port Commission examined the Minutes for Regular Meeting of December 11, 2013. A motion was made by Commissioner Klemm to accept the Minutes as presented; seconded by Commissioner Thomason. The motion passed unanimously.

TERMINAL II & DOCK OPERATIONS REPORT:

David Doeringsfeld, Port General Manager, presented a summary of operations at Terminal I, the public dock facilities.

The Port Manager stated there has been no update to the status of Hanjin pulling out of Portland other than they have provided the mandatory six month notice to terminate service. They continue to schedule vessels into Portland over the next few months but there is no official status either way, which leaves our customers wondering about service. We expect to see a stronger March, April and May.

Year to Date container shipments are down -5.07% and wheat shipments are down -2.49%. The Port Manager stated the year end container decrease from 2012 is equivalent to two or three barges less in 2013 than what was received in 2012. Container shipments and wheat shipments for the month of December, as compared to the same month last year, reflect a decrease of -23% in container shipments and an increase of 28% in wheat shipments for the month. A Year to Date and December shipping summary of statistics is attached hereto.

Next, Port Manager, David Doeringsfeld, presented a summary concerning Terminal II, the port's public warehouse, operated by Inland 465. He stated that the furnace in the office had to be replaced; the invoice is in payables for review. The building is experiencing cracks in the floor. The Port is supplying material to fill the cracks and labor is being provided by Inland 465 for these repairs. Operations remain busy and the facility is full.

COMMISSION COMMITTEE REPORTS:

Commissioner Hasenoehrl/Chamber Ag Committee, Urban Renewal Agency— Commissioner Hasenoehrl stated she attended the Potato Convention in Austin, TX, for personal business but that the speaker was interesting stating that United States was strong due to its internal waterway systems and our ability to transport goods inland cost effectively.

Regarding URA, she stated she was elected as the URA Chairman of the Board. Additionally, Joe Heulett was named to replace Joy Rapp on the URA Board.

Commissioner Thomason/Valley Vision – He stated Valley Vision and the city of Lewiston are trying to better understand and define their respective roles in economic development for Lewiston.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee, Chamber Natural Resource Committee, PNWA Board of Directors – He stated minutes are sent out by the individual organizations. He plans to attend the PNWA Regional meeting in February.

MANAGER’S REPORT:

ACTIVE AGENDA: Port Manager, David Doeringsfeld, presented to the Port Commission for discussion and consideration of approval a lease agreement with Terry’s Dairy for an amount of \$265.00 per month for storage and distribution of milk products. The property is located at 108 20th Street North. Port Manager, David Doeringsfeld, recommended approval stating that Terry’s Dairy was assuming operations from the current tenant located at the same location. Commissioner Thomason made a motion to approve the lease amendment, as presented; the motion was seconded by Commissioner Klemm. Voting Aye was Commissioner Hasenoehrl, Klemm and Thomason; voting Nay, none. The motion passed unanimously.

Councilman Bob Blakey exited the meeting.

Next, Port Manager, David Doeringsfeld, reported on miscellaneous port projects:

Best Building Roof Repair – The project is complete other than the pending warranty inspection.

Pioneer Ports Economic Impact Analysis – Staff will review the first draft with Dr. Peterson the week of January 20th.

Conveyance of Property to Dr. Leach – The terms of sale have been finalized. Some legal adjustments need to be made before we are able to close on the sale.

Discuss the revision of Port Commission District boundaries to mirror the same district boundaries as the Nez Perce County Commissioner districts for election purposes – The Port Manager had a set of maps for comparison and stated that action should be considered at the February meeting due to applications of candidacy to be filed in March. Staff was directed to gather information regarding the timing and the process with the Nez Perce County clerk.

Dock Extension Update – The dock project is complete. Payment of the retainage is pending. MARAD will be making a site visit next week to assist in the final close out requirements for the grant. The Port Commission advised staff to withhold a portion of the retainage amount to the engineer until the Corps of Engineers responds to the in water work violation. The Port Manager stated he would follow up.

Citizen, David Estes, exited the meeting.

Upcoming Meetings:

Northport Transportation Study – A Public Open House is scheduled for Jan 28th at the Bell building (Community Development) from 4:00 – 6:00 p.m.

PNWA Regional Meeting – Scheduled February 12th at the Port of Benton from 11:30 a.m. – 2:00 p.m. Conflict requires the Port of Lewiston Monthly meeting that day to conclude no later than 8:30 a.m. in order to attend.

Discussion was had regarding a conflict for the Port of Lewiston monthly meeting scheduled for March 12th. Rescheduling to March 7th was proposed.

FINANCIAL REPORT:

As the next order of business, the Port Manager presented a Financial Statement prepared by the Port Auditors for six months ending December 31, 2013. After review and discussion, a motion was made by Commissioner Thomason to approve the Financial Statement as presented. The motion was seconded by Commissioner Klemm. Voting Aye was Commissioner Hasenoehrl, Klemm and Thomason; voting Nay, none. The motion carried unanimously. A copy of such Financial Statement is attached hereto.

The Port Manager next presented a Port Financial Report concerning the status of Port funds on December 31, 2013, a copy of which is attached hereto.

ACT ON CLAIMS:

The next order of business was a review and discussion of claims against the Port as shown by the Check Detail Sheet attached hereto. A motion was made by Commissioner Thomason to approve and pay Port vouchers Nos. 16293 through 16413, transfers and EFTPS for a total amount of \$1,043,601.65; seconded by Commissioner Klemm. Voting Aye was Commissioners Hasenoehrl, Klemm and Thomason; voting

Nay, none. The motion passed unanimously. Port Manager, David Doeringsfeld, stated that a payment to Advanced American Construction for dock construction, in the amount of \$434,252.48 and to Summit Roofing for the repairs over the ice rink in the amount of \$105,890.50, was included in the approved payables total.

OTHER BUSINESS:

At 7:50 a.m., Commissioner Klemm made a motion to move into Executive Session as allowed by Idaho Code 67-2345 (e) and (f); seconded by Commissioner Thomason. Voting Aye was Commissioner Hasenoehrl, Klemm and Thomason; voting Nay, none. The motion passed unanimously.

EXECUTIVE SESSION:

After answering questions from Elaine Williams, reporter for the Lewiston Tribune, the port commission entered into Executive Session at 8:15 a.m. for the purposes allowed by Idaho Code 67-2345 (e) and (f). Then Ms. Williams exited the meeting.

The port commission exited Executive Session at 8:50 a.m. Being no further business, Commissioner Hasenoehrl made a motion to adjourn the public meeting; seconded by Commissioner Thomason. Voting Aye was Commissioner Hasenoehrl, Klemm and Thomason; voting Nay, none. The motion passed unanimously and the meeting adjourned.



Michael Thomason
Secretary