

**PORT OF LEWISTON**  
**MINUTES OF REGULAR MEETING**  
**November 11, 2015**

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on November 11, 2015.

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, Jaynie Bentz, Assistant Port Manager, and Kelly VonLindern, Administrative Assistant. 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 Klemm made a motion to approve the agenda as presented; seconded by Commissioner Hasenoehrl. 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 October 12, 2015 and Special Meeting October 30, 2015. 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 facility is completely full and is housing cased goods again. He

commented that the warehouse space has been very flexible and is able to handle a diverse mix of products.

Port Manager, David Doeringsfeld, next provided updates on Terminal I, the public dock facilities. He announced that container on barge service will resume at the Port of Lewiston in a limited capacity by the end of this month. While container on barge service has not resumed at the Port of Portland, containers will be railed from the Port of Tacoma to Boardman, OR, and then barged to the Port of Lewiston. All containers will be exported out of the Puget Sound. He complimented the Ports of Tacoma, Portland, and Morrow, Northwest Container Services, Tidewater Barge Lines and the railroad for their efforts to create an alternative solution in transporting inland products and recognizing the value of the river system. He continued that this alternative option is limited to the availability of heavy haul chassis available by the railroad, this initial run has bookings in place to capacity.

Manager Doeringsfeld reported that American Alloy has a job trailer on site and will continue to locate equipment as site improvements are completed.

Year to Date container shipments are down -69.12% and bulk wheat shipments down -20.56%. Container shipments and wheat shipments for the month of October, as compared to the same month last year, reflect a decrease of -100% in container shipments and a decrease of -42% in wheat shipments for the month. A Year to Date and October shipping summary of statistics were provided.

## **MANAGER'S REPORT:**

### **Active Agenda:**

Port Manager, David Doeringsfeld, presented to the Port Commission for review and consideration of approval an assignment of the Advanced Health Care purchase agreement to Boyer Project Company, L.C. and to extend the due diligence period to January 15, 2016, with the closing on or before February 19, 2016. Manager Doeringsfeld corrected and clarified that the closing date would be on or before February 15, 2016. Manager Doeringsfeld confirmed that the property for discussion is approximately a 2-acre site located within the Business & Technology Park. He reported that the Boyer Company has acquired other properties for the purpose of developing

facilities for Advanced Health Care with a long term lease arrangement. Manager Doeringsfeld confirmed during discussion that the zoning and use remains the same regardless of the land owner, that all terms and conditions of the purchase agreement with Advanced Health Care would remain the same but transferring to Boyer Company with the exception that the closing date and the due diligence period would be extended. Discussion was had regarding the contractual arrangement being similar to the previous sale of property to Westmoreland Company property with development for FedEx as their long term tenant. Commissioner Thomason commented that he was pleased with Advanced Health Care locating to the Business & Technology Park, the job creation and that the improved property would be added to the tax base.

After discussion, Commissioner Hasenoehrl made a motion to approve the assignment of the Advanced health Care purchase agreement to Boyer Project Company, L.C. and to extend the due diligence period to January 15, 2016, with the closing date of February 15, 2016; seconded by Commissioner Klemm. Voting Aye—Thomason, Klemm, Hasenoehrl; voting Nay – none. The motion passed unanimously.

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

Fiber Optic Network Project Update – The franchise agreement with the City of Lewiston has been executed and returned to city offices. Master Use Agreements have been sent and are pending approval with Avista and CenturyLink and engineered segments are ready for submission upon approval. Port staff will review internal processes for bidding approved segments, sign off of construction contracts and ordering of materials. Port staff is drafting a master lease agreement with the Port's attorney. He reported that the arrival of materials remain on schedule.

Multi Sector General Permit Update (stormwater) – Renewal of the Port's MSGP permit is in process. Port staff is consulting with Riedesel Engineering to complete the process which should be complete in approximately 60 days. Manager Doeringsfeld clarified that Port tenants are responsible for meeting stormwater regulations for the properties they lease.

Harry Wall Industrial Park re-platting – The draft is complete and under review by the city surveyor. Manager Doeringsfeld reported that this plat is one of the largest

plats ever completed in our area, according to city staff. The plat could be in front of city council in January.

Community Outreach – Manager Doeringsfeld reported that he was a panelist for a University of Idaho Law School event and a luncheon speaker for the Pullman Chamber tour; the next Port Report will be drafted; discussion was had regarding December 17<sup>th</sup> as the date for this year's Open House.

Upcoming meetings/events:

Pioneer Port meeting – No date determined.

### **COMMISSION COMMITTEE REPORTS:**

Commissioner Hasenoehrl/Urban Renewal Agency— Reported that the City of Lewiston has initiated an executive session meeting of the URA next week with hopes to mediate and resolve the lawsuit between the URA, the city and Nez Perce County.

Commissioner Thomason/Chamber Board/Valley Vision – Reported that Valley Vision will be holding its Annual membership meeting and reception in December. He complimented Manager Doeringsfeld's presentation at the recent Pullman Chamber tour luncheon.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee, Chamber Natural Resource Committee, PNWA Board of Directors – Reported that the Natural Resource Committee heard a presentation from a Nez Perce/Clearwater National Forest representative regarding the impacts of this past fire season. The Government Affairs Committee discussed the transition of leadership for the North Idaho Chamber Tour event.

### **FINANCIAL REPORT:**

The Port Manager presented a Financial Statement prepared by the Port Auditors for four months ending October 31, 2015. After 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 on October 31, 2015.

Manager Doeringsfeld reported that a notice was received advising account holders that the local Sunwest bank branch was closing at the end of this calendar year. The Port account amount is currently \$236,151.25. After discussion, consensus had to transfer the funds into the Port's checking account due to the upcoming fiber optic expenses. A meeting will be coordinated for two signers to close the account.

**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. 18200 through 18278, transfers and EFTPS for a total amount of \$83,108.70; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; Voting Nay – None. The motion passed unanimously.

**OTHER BUSINESS:**

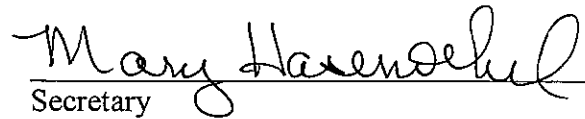
Commissioner Klemm inquired on Printer's Distillery, a Port tenant, being two months behind in lease payments. Manager Doeringsfeld reported that staff is working with the tenant to resolve the matter.

Commissioner Thomason inquired if any new information is available regarding questions from the last meeting's discussion concerning EKO's request to remain on site to store bulk finished product. Manager Doeringsfeld confirmed Port staff is consulting with the North Central Health District to confirm if an amended closure plan is needed for bulk finished storage to remain on the existing site while still completing the closure plan and if there could be any potential negative impacts to property for bulk finished compost to be stored on any other site.

**EXECUTIVE SESSION:**

None.

Being no further business, the meeting adjourned at 12:57 p.m.

  
Secretary  
Mary Hasenoehrl