

PORT OF LEWISTON
MINUTES OF REGULAR MEETING
October 12, 2015

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on October 12, 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 12:02 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 September 14, 2015 and Special Meeting September 29, 2015. A motion was made by Commissioner Hasenoehrl to approve the Minutes as presented, respectively; seconded by Commissioner Klemm. 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 no repairs or maintenance issues have been brought to his attention by facility management.

Port Manager, David Doeringsfeld, next provided updates on Terminal I, the public dock facilities. He reported that all Terminal I warehouses are full. New tenant, American Alloy will be on site as soon as their required power service is available. He continued that container on barge service remains suspended on the Columbia-Snake River System. However, container service is anticipated to return in November utilizing a multi-mode option. Initial bookings will begin with a Hapag Lloyd sailing date. Containers will be railed in/out of Seattle, WA, to a Boardman, OR, hub then barged in/out of Lewiston back to Boardman, OR, over a two week rotation. Discussion was had regarding coordination of stakeholder roles and efforts and potential growth of the proposed transportation option. Port staff will make customers aware of the proposed option and play a key role in the administration of bookings.

Year to Date container shipments are down -64.63% and bulk wheat shipments down -18.78%. Container shipments and wheat shipments for the month of September, as compared to the same month last year, reflect a decrease of -97% in container shipments and an increase of 5% in wheat shipments for the month. A Year to Date and September shipping summary of statistics were provided.

MANAGER'S REPORT:

Active Agenda:

Port Manager, David Doeringsfeld, presented the Port Commission a land lease agreement for review and consideration of approval with Hi-Pro Transportation in the amount of \$150.00 per month for the parking of semi-truck tractors and trailers. Manager Doeringsfeld reported that the operation contracts with the U.S. Postal Service. After discussion, a motion was made by Commissioner Klemm to approve the agreement as presented; seconded by Commissioner Hasenoehrl. Voting Aye – Thomason, Klemm, Hasenoehrl; voting Nay – none. The motion passed unanimously.

Next, Port Manager Doeringsfeld stated that the next action item on the agenda was for the review and consideration of approval of a franchise agreement with the city of Lewiston for locating fiber optic cable within the city right-of-way. He reported that the document was not available for presentation. He continued that Lewiston city council has approved the first and second reading of agreement but must allow 30 days

to occur between the first and third readings for approval. The third reading and action for approval was tabled at the city council meeting on October 5th and will be considered on the October 26th Lewiston city council agenda; upon approval the document will be brought forward to the Port Commission for review and consideration. Commissioner Hasenoehrl made a motion to table the Port of Lewiston's review and consideration of approval of a franchise agreement with the city of Lewiston to locate fiber optic cable in the city right-of-way; 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 – Lewiston city council approved the first and second readings of the franchise agreement with a 7-0 vote of both readings. Manager Doeringsfeld commented that he is not aware of any issues with the city regarding the third reading and approval of the agreement. Discussion continued regarding next steps with CenturyLink and Avista. Manager Doeringsfeld commented that further discussion will be needed to define vendor qualification and recovery of any portion of administrative fees.

Harry Wall Industrial Park re-platting – A public hearing will be held on October 28th regarding a lot line adjustment of 0.013 acres adjacent to the existing Westmoreland property. The Port Commission is required to make a determination within three days of the hearing. A special meeting will follow the hearing to address the easement and disposal of property.

Employee Handbook – Staff is comparing language to other ports' employee handbooks for presentation of draft revisions at a future meeting. No draft language was presented to the Port Commission for review.

Community Outreach – Discussion and review was had regarding Tribune inserts, the Nez Perce County fair booth event, development of an Ag fact sheet, Port Manager speaking engagements, the next Port Report, Governor's Trade Conference, and Livestream equipment and subscription.

Upcoming meetings/events:

October 14 – Chamber "State of the Valley" luncheon at 11:30 at Red Lion

October 28 – Port of Lewiston Public Hearing and Special Meeting of the Port Commission at noon

COMMISSION COMMITTEE REPORTS:

Commissioner Hasenoehrl/Urban Renewal Agency— Reported on topics discussed at the PNWA Annual Conference including the Columbia River Treaty, the extended lock outage, a pollster presentation, fish passage, the fact relayed that the Clearwater River actually had the hottest temperature recorded in 1953 which was prior to the dams, and an overview of a presentation regarding the preparedness efforts by Cascadia Event Planning for an anticipated large earthquake event to the Pacific Northwest coast. Historically, earthquake events have measured 8.7-9.2 averaging every 250 years; today that timespan has been surpassed. PNWA also complimented Port of Lewiston staff member, Kelly VonLindern, at the annual meeting for her outreach efforts.

Commissioner Thomason/Chamber Board/Valley Vision – Reported that Laura VonTersch, Community Development Director for the City of Lewiston presented at the last Valley Vision board meeting.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee, Chamber Natural Resource Committee, PNWA Board of Directors – Reported that the Government Affairs Committee discussed the topic of local option tax at a well-attended meeting.

FINANCIAL REPORT:

The Port Manager presented a Financial Statement prepared by the Port Auditors for three months ending September 30, 2015. Discussion was had regarding the rail crossing repairs needed by the former log yard property for approximately \$13,000.00. 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 September 30, 2015.

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. 18128 through 18199, transfers and EFTPS for a total amount of \$64,377.56; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; Voting Nay – None. The motion passed unanimously.

OTHER BUSINESS:

At 1:57 p.m., Commissioner Hasenoehrl made a motion to convene into Executive Session as allowed by Idaho Code §74-206(1) (c) *To acquire an interest in real property which is not owned by a public agency*; seconded by Commissioner Klemm. Roll call vote:

Commissioner Thomason – Aye

Commissioner Klemm – Aye

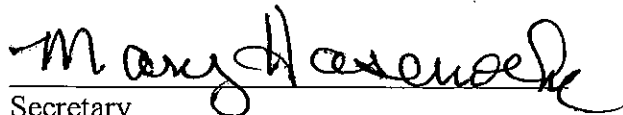
Commissioner Hasenoehrl – Aye

Voting Nay – none; the motion passed unanimously.

EXECUTIVE SESSION:

The Port Commission entered into Executive Session at 2:05 p.m. for such purposes allowed by Idaho Code §74-206(1) (c). During Executive Session, discussion was had relating to (c) to acquire an interest in real property which is not owned by a public agency. The Port Commission reconvened in open session at 2:20 p.m.

Being no further business, the meeting adjourned at 2:20 p.m.



Secretary
Mary Hasenoehrl