

**PORT OF LEWISTON
MINUTES OF REGULAR MEETING**

February 14, 2018

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on February 14, 2018.

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. Port Commission President, Mary Hasenoehrl, convened the open meeting at 12:04 p.m.

AGENDA APPROVAL:

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

CITIZEN COMMENTS: -- None

ADOPTION OF MINUTES:

The Port Commission examined the Minutes for the Regular Meeting of January 10, 2018, and Special Meetings of January 8 and 9, 2018. Commissioner Klemm made a motion to accept all Minutes as presented; seconded by Commissioner Thomason. The motion passed unanimously.

MANAGER'S REPORT:

Active Agenda: -- None.

Non-active Agenda -- Miscellaneous Project Review/Updates & events:

Project updates and events were presented by Manager Doeringsfeld --

Strategic Plan update – Staff has begun to incorporate discussions into the draft strategic plan document and marketing plan. Segments of the overall plan will be reviewed internally with a comprehensive draft plan to be presented later this summer.

Discussion was had regarding timelines and balancing staff time and meetings for both the strategic plan and the upcoming budgeting/outreach processes.

Best Building Floor Repairs – The floor of the main runway for the forklift is failing. Years of patching have been able to extend the life of the floor. Repairs include six slabs to be removed and repoured with reinforcement. Discussions and coordination with the tenant has begun.

Tribune Made By Us Campaign – Discussion was had regarding the Port's first series to run in March. Information will need to be submitted to the Tribune by the end of February. Consensus was had to focus on tenants for messaging.

Crane painting – Port staff has begun exploring crane painting this spring and is included in the budget.

Community Outreach Update:

Columbia Trade Team Visit – Feb 7th

Upcoming meetings/events:

PNWA Regional Meeting, Benton, WA – Feb 15

Port Commission Special meeting for strategic planning – Feb 28

LCV Chamber Ag Banquet – March 6

Next month Port Commission meeting – March 14

Pioneer Ports meeting – Date to be determined

Port of Whitman County Family Fun Festival – June 2

PNWA Summer Conference – June 25-27

TERMINAL II, DOCK OPERATIONS AND FIBER OPTIC NETWORK

REPORTS:

Terminal II (Inland 465) -- David Doeringsfeld, Port General Manager, reported that the facility is full. No roof leaks have been reported after the snow load melted off. Discussion was had regarding the need for the spring roof application.

Terminal I (Public Dock Facilities) -- Port Manager, David Doeringsfeld, next reported that the Clearwater Paper sawdust operation at the dock will be relocating to the upstream end of the dock during lock closure. Five sawdust barges were serviced in January. Discussion was had regarding reduced transient and homeless activity.

Year to Date container shipments remain at zero with wheat shipments up over last year's zero due to the extended lock closure. Wheat shipments for the month of December as compared to the same month last year reflect an increase of 74% in wheat shipments for the month. A Year to Date and January shipping summary of statistics was reviewed.

Fiber Optic Network – Jaynie Bentz, Assistant Port Manager, reported on construction status. She reported Syringa Networks, LLC has become a customer and will be serving several locations.

COMMISSION COMMITTEE REPORTS:

Commissioner Hasenoehrl/Urban Renewal Agency— Reported that the URA board approved general business items and drone footage of the Nez Perce Grade extended project can be found on the city's website. A Revenue Allocation Area on the Bryden corridor from 4th and Thain to Linden and Airway is being proposed. Other current revenue allocation areas include: East Main, Downtown, and the East Orchards Sewer district. Discussion was had regarding that Nez Perce County has assigned Commissioner Havens as Commissioner Tippet's proxy. Commissioner Tippet is out on medical leave. Discussion was had about the Port delineating a proxy as an action item at a future meeting.

Commissioner Thomason/Valley Vision/Chamber of Commerce Board – Reported that he attended the best attended LCV Board meeting with Matt VanFleet, from Potlatch Corporation, was the speaker. He discussed changes on the tissue side and recent layoffs. The incoming straw plant does not offer a big opportunity to manufacturing paper products. Members were reminded of the upcoming Ag Banquet scheduled for March 6. He also reported that Executive Director, Doug Mattoon, from Valley Vision will be retiring. A search committee has been established and they expect to begin interviews in May with an anticipated start date of June. Fundraising is going well. P Kay Metals has begun operations in their new facility on the south side of the airport. Doug attended the SHOT Show and reported there were nine companies from our area represented at the show with many more Idaho companies. Additionally, Commissioner Thomason and Doug Mattoon met with the new city manager.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee and Natural Resource Committee member, PNWA representative – Reported he attended the Pullman Chamber meeting held at the SEL Event Center, with standing room only, in which Dr. Schwitzer was the keynote speaker. Commissioner Klemm complimented the speech stating it was very inspiring about business, community and industry. The Government Affairs Committee heard Bob Donaldson speak about the upcoming supplemental levy as well as new City Manager, Alan Nygaard, who spoke about the recent approval for the city to begin developing a strategic plan. The Natural Resource Committee minutes were distributed earlier. Commissioner Klemm reported that he attended the Idaho Water User's Association annual meeting and was involved with a resolution regarding the opposition of dam breaching.

FINANCIAL REPORT:

As the next order of business, the Port Manager presented a Financial Statement prepared by the Port Auditors for seven months ending January 31, 2018. The Port Manager next reviewed a Port Financial Summary concerning the status of Port funds on January 31, 2018. Discussion included line item status of some expenses, dock revenues and property tax revenue. Commissioner Thomason made a motion to approve the Financial Report as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed unanimously.

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 Thomason to approve and pay Port vouchers Nos. 21288 through 21377 and EFTPS for a total amount of \$140,761.15; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION: At 1:47 p.m. Commissioner Thomason made a motion to enter into executive session pursuant to Idaho Code §74-206-(1)(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; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm, Hasenoehrl; voting Nay – none. The motion passed unanimously. The Port Commission took a short break and then entered executive session at 1:57 p.m. The Port Commission discussed preliminary negotiations involving matters of commerce in which the governing body is in competition with other states.

The Port Commission exited executive session at 2:55 p.m.

OTHER BUSINESS: A short discussion was had regarding President Trump's recent release of a infrastructure funding proposal.

Being no further business, the meeting adjourned at 2:58 p.m.



Secretary
Mike Thomason