

PORT OF LEWISTON
MINUTES OF REGULAR MEETING
July 11, 2018

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on July 11, 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 was David Doeringsfeld, Port Manager. Port Commission President, Mary Hasenoehrl, convened the open meeting at 12:00pm.

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 June 13, 2018. A motion was made by Commission Thomason to accept Minutes as presented; seconded by Commissioner Klemm. The motion passed unanimously.

MANAGER'S REPORT

Active Agenda:

Manager Doeringsfeld presented the Port Commission a lease agreement for consideration of approval for a one-month lease agreement with Continental Contractors Inc. for Suite E in the Business Incubator building in the amount of \$1,500.00 effective July 1, 2018 to July 31, 2018. Commission Klemm made a motion to approve the lease agreement with Continental Contractors Inc. as presented, seconded by Commission Thomason. Voting Aye-Commissioners Thomason, Hasenoehrl, and Klemm. Voting Nay – None. The motion passed unanimously.

Manager Doeringsfeld then presented the Port Commission for consideration of approval for a 5-year lease agreement with Diesel and Machine in the amount of \$585.00 per month, effective September 1, 2018. Commission Klemm made a motion to approve the lease agreement with Diesel and Machine. as presented, seconded by Commission Thomason. Voting Aye-Commissioners Thomason, Hasenoehrl, and Klemm. Voting Nay – None. The motion passed unanimously.

NON-ACTIVE AGENDA – MISCELLANEOUS PROJECT REVIEW/UPATES & EVENTS

Extension of Army Corps of Engineers lease is complete. A \$25,000 payment has been made for 5 kiosks that will be placed on the Idaho side of the levy. Port of Lewiston will put on the kiosks “Provided by the Port of Lewiston”

The crane painting is underway.

Interviews with the engineering firms for the Confluence Riverfront Site Development will be next week. There are two engineering firms being interviewed.

Community Outreach - Kelly will be working on web site revisions before she leaves her position later this month.

Doug Mattoon's retirement party will be July 19th at the Clarkston Country Club.

Upcoming meetings/events:

August 8 – Next regular Port Commission meeting.

TERMINAL II, DOCK OPERATIOONS & FIBER OPTIC NETWORK:

Terminal II – No report

Terminal I – Painting of the crane is underway

Fiber Optic Network – Idaho Transportation Department asked if they could put in their own conduit when the Port lays it conduit from 3rd Ave. N. to the District Two Idaho Transportation Department office. Commissioner Thomason asked if we could revisit having the 2nd meeting of each month for Fiber Optic discussions.

COMMISSION COMMITTEE REPORTS:

Commissioner Thomason/Valley Vision/LC Valley Chamber of Commerce Board – Reported on Valley Vision's Doug Mattoon's retirement and that the new President/CEO of Valley Vision is enjoying his new job. The Lewis Clark Valley Chamber of Commerce graduated the 3rd Leadership Lewis Clark Valley. The Chamber is also hosting a Breakfast of Champions event on July 25th at the Red Lion.

Commissioner Klemm/LC Valley Chamber of Commerce Natural Resource Committee - Reported that Kay Gabriel of Northwest River Partners made her last visit to Lewiston. She is retiring this fall.

Commissioner Hasenoehrl/Urban Renewal Agency – Reported that the URA will move forward to create Revenue Allocation Area #6.

FINANCIAL REPORT:

As the next order of business, the Port Manager presented a Financial Statement prepared by the Port Auditors for 12 months ending June 30, 2018. The Port Manager next reviewed a Port Financial Summary concerning the status of Port funds on June

30, 2018. 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. 21699-21775, transfers and EFTPS for a total amount of \$153,731.49; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION: -- None

Being no further business, the meeting adjourned at 1:15 p.m.

Mike Thomason

Secretary

Mike Thomason